

PROCEEDINGS OF THE BROWN COUNTY BOARD OF SUPERVISORS
SEPTEMBER 19, 2018

Pursuant to Section 19.84 and 59.14, Wis. Stats., notice is hereby given to the public that the REGULAR meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** was held on **Wednesday, September 19, 2018 at 7:00 p.m.**, in the Legislative Room 203, 100 North Jefferson Street, Green Bay, Wisconsin.

The following matters will be considered:

Call to order at 7:00 p.m.

Invocation.

Pledge of Allegiance.

Opening Roll Call: Sieber, De Wane, Nicholson, Hoyer, Gruszynski, Lefebvre, Erickson, Borchardt, Evans, Vander Leest, Buckley, Landwehr, Dantine, Brusky, Ballard, Kaster, Van Dyck, Linssen, Kneiszel, Deslauriers, Tran, Moynihan, Suennen, Schadewald, Lund.

Total Present: 25

No. 1 -- ADOPTION OF AGENDA.

A motion was made by Supervisor Nicholson and seconded by Supervisor Gruszynski **“to approve agenda.”** Voice vote taken. Motion carried unanimously.

No. 2 -- COMMENTS FROM THE PUBLIC:

- a) State name and address for the record.
- b) Comments will be limited to five minutes.
- c) The Board's role is to listen to public comments, and not ask questions, discuss nor take action regarding public comments.

Dwane Oudenhoven, 1460 County Line Road, Hobart, WI 54115 is against the proposed rumble strips and handed a photograph to the Supervisors of one of the proposed areas, County Highway EE and County Highway U, in which the rumble strips are to be placed. He also gave out information regarding alternative options which he believes are more cost efficient and better for his community.

Anneliese Waggoner, 121 Greene Ave, Allouez, WI 54301 announced that she was from the Women League of Voters of Greater Green Bay and that their organization supports the proposed Resolution to Create a Citizens Redistricting Advisory Sub-Committee to Report to the Brown County Executive Committee. She feels that it will help to reform the redistricting process.

Fred Heitl, 7312 Dickinson Road, Greenleaf, WI 54126 announced that he is against the proposed rumble strips and that it is antiquated technology.

John Wagner, 7139 Dickinson Road, Greenleaf, WI 54126 is against the rumble strips and four way stop at Mill Road and County Highway G. He noted that rumble strips are out of date and unnecessary.

Pat McGuire, 3791 Mill Road, Greenleaf, WI 54126 announced that he is against the proposed four way stop and the rumble strips.

Nancy Wagner, 7139 Dickinson Road, Greenleaf, WI 54126 is against the proposed four way stop and rumble strips at County Highway G and Mill Road. She would instead wish to see the speed limit reduced in that area to keep the residents safe.

Marianne Boyle Rohloff, 1179 Reed Street, Green Bay, WI 54303 announced that she and the other members of JOSHUA are against the jail expansion. They believe that the expansion will not solve the root causes and systemic issues that are currently broken.

Jeff Ambrosius, 151 Orlando Drive, Hobart, WI 54115 is against the proposed rumble strips at County U and County EE.

Mike Gilbertson, 7031 Dickinson Road, Greenleaf, WI 54126 is against the proposed rumble strips at County Highway G and Mill Road. He believes the speed limit should be lowered instead.

No. 3 -- ADOPTION OF MINUTES OF AUGUST 15, 2018.

A motion was made by Supervisor Nicholson and seconded by Supervisor Lefebvre **“to adopt minutes.”** Voice vote taken. Motion carried unanimously.

No. 4 -- ANNOUNCEMENTS BY SUPERVISORS.

Supervisor Ballard invited the Board to attend the St. Norbert College SNC Day - Open House which will be partnering with the Brown County 200th Anniversary Group on September 22, 2018.

Supervisor Hoyer noted that on September 20, 2018, there will be an Action and Recovery addressing the Opioid Crisis in Brown County being held at the Fort Howard Theatre on the St. Norbert Campus at 6:00 PM. He also gave information on the proper disposal of medicines and noted that it can be found at doseofreality.wi.gov. He also announced that October 27, 2018, is the Fall time large prescription drug drop off.

Supervisor Brusky announced that she compiled a fact sheet regarding the need for Assistant District Attorneys in Brown County. Supervisor Brusky encouraged her fellow Supervisors to contact their constituents, so that action can be taken in the state legislature. The material contains input from Dave Lasee and interested Supervisors can approach her after the meeting.

Supervisor Tran invited the Supervisors to attend the Syble Hopp School's 25th Annual Barbeque on October 4, 2018 from 4:30 PM to 6:00 PM in the school gymnasium.

Supervisor Borchardt advised the Supervisors to read the information she provided on “What not to say and how you say it”. She noted that she attended a summit on civil discourse last week regarding the information and feels it would be beneficial to her fellow Supervisors to attend the next summit on September 27, 2018 from 6:00 PM to 8:00 PM.

Supervisor Van Dyck announced that the Brown County Library has a new Executive Director. Sarah Sugden is an award winning librarian from Maine, who will start her position at Brown County on November 5, 2018.

Supervisor Schadewald wanted to address the County Board Supervisors and remind them that the County Executive's proposed budget will be at or near the budget levy. Additions and corresponding deductions should be made at Committee Budget meetings, not the full County Board budget meeting.

Vice Chairman Lund wanted to wish Supervisor Brusky a happy birthday.

Supervisor Gruszynski wanted to thank the first responders that helped clear the streets and the apartments from the flooding on Monday evening. He also wanted to note that there will be free bulk waste pickup for the City of Green Bay held by the Department of Public Works for flood damage.

Supervisor Kaster wanted to invite the Board members to the Bellevue Fire Department Fish Boil on September 28, 2018 at the Main Fire House.

No. 5 -- PRESENTATION OF COMMUNICATIONS FOR CONSIDERATION

LATE COMMUNICATIONS:

No. 5a -- FROM SUPERVISOR LANDWEHR: TO HAVE HIGHWAY COMMISSIONER FOLLOW GUIDELINES AND RECOMMENDATIONS OF WISCONSIN DEPARTMENT OF TRANSPORTATION STANDARDS AND SPECIFICATIONS. ANY DEVIATIONS FROM THESE STANDARDS SHOULD COME BEFORE PLANNING, DEVELOPMENT AND TRANSPORTATION COMMITTEE FOR EXPLANATION AND APPROVAL.

Referred to Planning, Development and Transportation Committee.

No. 5b -- FROM SUPERVISOR SIEBER: REQUEST DEPARTMENT OF ADMINISTRATION TO COMPILE A LIST AND AMOUNT OF UNFUNDED OR UNDERFUNDED MANDATES IMPOSED BY THE STATE ON BROWN COUNTY FOR THE BUDGET MEETING.

Referred to Administration Committee.

No. 5c -- FROM SUPERVISOR TRAN: FOR CORPORATION COUNSEL TO DRAFT AN ORDINANCE PROHIBITING CORPORATE WELFARE OR PROVIDING DIRECT TAXPAYER FUNDED SUBSIDIES TO FOR-PROFIT CORPORATIONS.

Referred to Executive Committee.

No. 5d -- FROM SUPERVISOR TRAN: FOR CORPORATION COUNSEL TO DRAFT A LOBBYIST REGISTRATION ORDINANCE THAT WOULD REQUIRE ANY INDIVIDUAL OR FOR-PROFIT BUSINESS THAT HIRES SOMEONE TO

INFLUENCE COUNTY BOARD ACTIONS TO REGISTER WITH THE COUNTY CLERK, THAT REGISTRATION BE MADE PART OF THE PUBLIC DEBATE SO RESIDENTS KNOW WHO IS BEING LOBBIED, A STATEMENT OF WHO IS PAYING THE LOBBYIST TO LOBBY, AND HOW MUCH THE LOBBYIST IS BEING PAID, WHO THEY LOBBIED AND PROVIDE PENALTY FOR NON-COMPLIANCE.

Referred to Executive Committee.

No. 5e – FROM SUPERVISOR BRUSKY: THAT BROWN COUNTY CORPORATION COUNSEL DRAFT A RESOLUTION TO STATE LEGISLATORS THAT ASKS FOR ADEQUATE FUNDING OF PUBLIC DEFENDERS IN THE PUBLIC DEFENDER'S OFFICE THROUGH LEGISLATION AND/OR IN THE STATE BUDGET.

Referred to Executive Committee.

No. 5f – FROM SUPERVISOR LEFEBVRE: TO CONSIDER A SAFETY EVALUATION CONCERNING ALTERNATIVES TO RUMBLE STRIPS AND FOUR WAY STOP AT MILL AND G. ALSO, LOOK AT SPEED LIMIT ON PARK FOR SAFETY ISSUES OF RESIDENCES.

Referred to Planning, Development and Transportation Committee.

No. 5g – FROM SUPERVISOR LUND: TO EXPLORE INTERSECTION SAFETY IN RURAL COMMUNITIES IN BROWN COUNTY IN PARTICULAR THE INSTALLATION OF TRANSVERSE RUMBLE STRIPS.

Referred to Planning, Development and Transportation Committee.

No. 5h – FROM SUPERVISOR DESLAURIERS: I AM REQUESTING THAT CORPORATION COUNSEL REPORT TO THE PLANNING, DEVELOPMENT AND TRANSPORTATION COMMITTEE WITH THE FOLLOWING INFORMATION:

- 1. THE COUNTY PLANS TO INSTALL RUMBLE STRIPS IN VERY CLOSE PROXIMITY TO HOMES. THE SMALL SETBACKS TO HOMES BEING MUCH LESS THAN CURRENT BEST PRACTICES AND SUGGESTED GUIDELINES. WHAT LIABILITY DOES THE COUNTY INCUR IF THE PLACEMENT OF THESE RUMBLE STRIPS ARE DEEMED IRRESPONSIBLE, CAUSING UNDUE HARDSHIPS ON NEIGHBORING RESIDENTS.**
- 2. IN THE SPECIFIC INTERSECTION OF MILL ROAD AND COUNTY G, THE PRIMARY REASON FOR THE INSTALLATION OF A FOUR WAY STOP AND RUMBLE STRIPS IS: "THE STONE WALL FROM THE CEMETERY IS WELL WITHIN THE CLEAR ZONE OF THE HIGHWAY." THE STONE WALL IS A HAZARD IN THE RIGHT OF WAY. THE PROPOSED CHANGES TO THE INTERSECTION DO NOT REMOVE THIS HAZARD. DOES THE COUNTY HAVE MORE LIABILITY MAKING THE DECISION TO IMPLEMENT OTHER COUNTER MEASURES INSTEAD OF ADDRESSING THE ROOT CAUSE BY**

REMOVING THAT HAZARD FROM THE RIGHT OF WAY (WHICH WOULD ADDRESS BOTH CITIZEN AND SAFETY CONCERNS)?

I WOULD ASK THAT THIS REPORT TO THE PLANNING, DEVELOPMENT AND TRANSPORTATION COMMITTEE HAPPEN PRIOR TO THE CHANGES BEING MADE TO THE INTERSECTIONS LISTED IN COMMISSIONER FONTECCHIO'S RUMBLE STRIP LETTER DATED SEPTEMBER 12, 2018.

Referred to Planning, Development and Transportation Committee.

No. 5i -- FROM SUPERVISOR LINSSEN: TO INCLUDE WATER RUNOFF PLANNING IN THE FAIRGROUNDS MASTER PLAN, SPECIFICALLY ON THE NORTH SIDE OF THE FAIRGROUNDS.

Referred to Education and Recreation Committee.

No. 5j -- FROM SUPERVISOR VAN DYCK: REQUEST THAT THE HIGHWAY COMMISSIONER CONSIDER IMPLEMENTING ALTERNATIVE SAFETY MEASURES IN LIEU OF PROPOSED RUMBLE STRIPS.

Referred to Planning, Development, and Transportation Committee.

No. 6 -- APPOINTMENTS BY COUNTY BOARD CHAIR AND COUNTY EXECUTIVE. NONE.

No. 7a -- REPORT BY BOARD CHAIRMAN.

Chairman Moynihan announced that Supervisor Becker resigned last Friday, September 14, 2018. Mr. Moynihan will be accepting letters and résumés of individuals who reside in District 26 for the position until the end of the business on September 28, 2018. Applications can be mailed to the Board Office in the Northern Building.

Chairman Moynihan stated that the Brown County Tax Payer's Association's lawsuit against Brown County has totaled \$141,368.91 in expenses.

No. 7b -- REPORT BY COUNTY EXECUTIVE. NONE.

No. 8 -- OTHER REPORTS. NONE.

No. 9 -- Standing Committee Reports

No. 9a -- REPORT OF ADMINISTRATION COMMITTEE OF SEPTEMBER 5, 2018.

TO THE MEMBERS OF THE BROWN
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **ADMINISTRATION COMMITTEE** met in regular session on September 5, 2018 and recommends the following:

1. Review minutes of:
 - a. Housing Authority (July 16, 2018). Receive and place on file.
2. Communication from Supervisor Van Dyck re: Reallocate up to \$500,000 of Sales Tax Revenue to purchase the software and audio and video equipment necessary to record, document and archive County Board meetings. Hold until presentation.
3. Communication from Supervisor Linssen re: Review access of County email access from external applications. To hold.
4. Communication from Supervisor Kneiszel: Request the Brown County Department of Technology Services give a presentation on the costs and practical use of IQM2 total media management on similar video meeting archive software. To tentatively hold a special meeting on September 19 at 6pm for a presentation.
5. Communication from Supervisor Schadewald re: Reorganizing Human Resources and Administration Department Tables of Organization. To direct Human Resources to do a resolution to do a reorganization of HR as outlined in proposal.
- *5a. Referred from Exec Cmte - Resolution to Create an Advisory Citizens Redistricting Sub-Committee to Report to the Brown County Executive Committee. To direct Corporation Counsel to amend the resolution so it has no fiscal impact due to committee members taking their own minutes and return it to Executive Committee with the amended changes. See Resolutions and Ordinances.
6. Technology Services - Budget Status Financial Report for July 2018 - Unaudited. Receive and place on file.
7. Technology Services Monthly Report. Receive and place on file.
8. County Clerk - Budget Status Financial Report for July 2018 – Unaudited. Receive and place on file.
9. Child Support - Budget Status Financial Report for July 2018 – Unaudited. Receive and place on file.
10. Child Support - Departmental Opening Summary. Receive and place on file.
11. Child Support - Director Summary.
 - a. Co-parenting Seminar. Receive and place on file.
12. Treasurer - Review of Treasurers Dept. Budget Performance Report for July 2018 (unaudited). Receive and place on file.
13. Treasurer - Discussion and possible action on the sale of the following tax deed parcels (*Auction results of Sept. 4, 2018 to be passed out to Supervisors at meeting*):
Parcel GL-34-1 at 4145 Creekview Rd., DePere, WI 54115 in the Town of Glenmore – High bid \$? To accept the winning bid of \$36,000 from Michael Boehm for Parcel GL-34-1.
Parcel 6-305-B Behind 1406 Ridge Road 54304 in the City of Green Bay – High bid \$? To direct the Treasurer to put Parcel 6-305-B out for rebid starting at \$1,200.
14. Treasurer - Discussion and direction on the sale of the following tax deed parcel located in the City of Green Bay: Parcel # 20-44-37 – Address: 1233-1235 Reber St., City of Green Bay Vacant Land - See Valuation Report attached. To remove Parcel #20-44-37 from the table and sell through normal procedures.
- *14a. Treasurer - Discussion and Action regarding Retaining Licensed Real Estate Agent to Assist in Selling In Rem Properties, including Payment of Commission regarding Parcel # HB-2830. To direct the Treasurer to work with Purchasing to create an RFI and have results for the Special September 19th Administration Committee meeting.
15. Treasurer - Discussion/Update re: GEORGIA PACIFIC Appeal to the State of WI Tax Appeals Commission. Receive and place on file.

16. Treasurer - Discussion/Possible Action re: Treasurer's Office Holiday Schedule for Monday December 31, 2018 Staff Holiday Pay? Hold for 30 days.
17. Corporation Counsel - Budget Status Financial Report for July 2018 - Unaudited. Receive and place on file.
18. Corporation Counsel Report. Receive and place on file.
19. Human Resources - Budget Status Financial Report for July 2018 – Unaudited. Receive and place on file.
20. Human Resources - Budget Adjustment Request (18-93): Reallocation between two or more departments, regardless of amount. To approve.
21. Human Resources - Resolution Approving Health Insurance Plan Related Changes During the 2018 Calendar Year. To approve the amended resolution presented tonight approving the Health Insurance Plan Related Changes during the 2018 Calendar Year and send to Executive Committee. See Resolutions and Ordinances.
22. Human Resources Report. To suspend the rules and take Items 22a-d together.
 - a. Turnover Report for July 2018.
 - b. Turnover report with BLS Statistics.
 - c. Dept. Vacancies Report as of August 20, 2018.
 - d. Health & Dental Reports from M3 (July 2018). Receive and place on file Items 22a-d.
23. Dept. of Admin - Budget Status Financial Report for July 2018 – Unaudited. Receive and place on file.
24. Dept. of Admin - Budget Adjustment Log. Receive and place on file.
25. Dept. of Admin - Director's Report. Receive and place on file.
26. Dept. of Admin - Budget Status Report – Levy Funded Departments as of July 31, 2018. Receive and place on file.
27. Audit of bills. To acknowledge the receipt of the bills.

A motion was made by Supervisor De Wane and seconded by Supervisor Nicholson “**to adopt.**” Motion carried unanimously with no abstentions.

No. 9ai -- REPORT OF SPECIAL ADMINISTRATION COMMITTEE OF SEPTEMBER 19, 2018

TO THE MEMBERS OF THE BROWN
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **SPECIAL ADMINISTRATION COMMITTEE** met in special session on September 19, 2018 and recommends the following:

1. Technology Services - Approval of the lowest qualified bid for Project 2237 - Fox River Papermaking Corridor Fiber Project. Motion made by Supervisor Schadewald, seconded by Supervisor Vander Leest to approve bid of Elexco, Inc. of Seymour, WI in the amount of \$107,190.00. Vote taken. Motion carried unanimously.
2. Technology Services - Approval of the lowest qualified bid for Project 2252 - HSHS Fiber Project. Motion made by Supervisor Schadewald, seconded by Supervisor Vander Leest to approve bid of Directional Drilling Services of Green Bay, WI in the amount of \$134,445.00. Vote taken. Motion carried unanimously.
3. Treasurer - Discussion and possible action on the sale of the following tax deed parcels (Auction results of Sept. 19, 2018 to be passed out to Supervisors at meeting):

Parcel 6-305-B Behind 1406 Ridge Road 54304 in the City of Green Bay – High bid \$??
Motion made by Supervisor Schadewald, seconded by Supervisor Vander Leest to direct Treasurer to put parcel back out for bids with a minimum bid of \$350.00. Vote taken. Motion carried unanimously.

4. Treasurer - Review Recommendation from BC Purchasing Dept., and Discussion & possible Action regarding awarding Project # 2269 (Realtor to sell Brown County owned Real Estate). Motion made by Supervisor Schadewald, seconded by Supervisor Vander Leest to accept bid of Jason Gerhard and Associates to be the licensed real estate agent for the Treasurer for up to 3 years at discretion of Treasurer and Administration Committee. Vote taken. Motion carried unanimously.

A motion was made by Supervisor Sieber and seconded by Supervisor De Wane “to adopt.” Motion carried unanimously with no abstentions.

No. 9b -- REPORT OF EDUCATION AND RECREATION COMMITTEE OF AUGUST 30, 2018

TO THE MEMBERS OF THE BROWN
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **Education and Recreation Committee** met in regular session on August 30, 2018 and recommends the following:

1. Consent Agenda - Neville Public Museum Governing Board Minutes of August 13, 2018. See #7.
2. Consent Agenda - Golf Course Budget Status Financial Report for July 2018 (Unaudited). See #7.
3. Consent Agenda - Museum Budget Status Financial Report for July 2018 (Unaudited). See #7.
4. Consent Agenda - Parks Department Budget Status Financial Report for July 2018 (Unaudited). See #7.
5. Consent Agenda - Parks Department for July 2018 Field Staff Reports. See #7.
6. Consent Agenda - NEW Zoo Budget Status Financial Report for July 2018 (Unaudited). See #7.
7. Consent Agenda - NEW Zoo Monthly Activity Reports. Receive and place on file.
8. Communication from Supervisor Tran re: Request for the Education and Recreation Committee and Library Board to create a master plan for the \$20 million set aside for library construction, and for the plan to include a new library in the Stadium District housed within a mixed and multi-development building (i.e. Commercial/Residential) For September County Meeting. To hold until the September meeting.
9. Late Communication from Supervisor Lefebvre re: I would like discussion on funding for Fox River Trail (i.e. donations, walk/run) to help defray county maintenance not covered by State Rails to Trails funding. Receive and place on file.
10. Communication from Supervisor Van Dyck re: Direct staff to draft a RFI for a possible public/private development on the Museum Campus parking lot. To refer to staff to develop an RFI to be put forward.
11. Golf Course - Superintendent's Report. *No action taken.*
12. Library - Director's Report. *No action taken.*

13. Zoo & Park Mgmt. - Standing Item – Fairgrounds Strategic and Master Plan – Parks Department. *No action taken.*
14. Zoo & Park Mgmt. - Director's Report – Parks Management. *No action taken.*
15. Zoo & Park Mgmt. - Director's Report – NEW Zoo. *No action taken.*
16. Museum - Director's Report. *No action taken.*
17. Zoo & Park Mgmt. - Request for Approval re: Fee Waiver for the October 28, 2018 Stump Farm Race at the Reforestation Camp held by Ashwaubenon Nordic Ski Team. To approve.
18. Zoo & Park Mgmt. - Request for Approval re: Acceptance of Project 2255, Roof Replacements at Reforestation Camp & Pamperin Park. To approve.
19. Zoo & Park Mgmt. - Resolution to Approve an Underground Pipeline Easement regarding the Mountain Bay State Trail. To approve. See Resolutions and Ordinances.
20. Zoo & Park Mgmt. - Resolution to Approve Land Use Agreement regarding the Fox River State Trail. To approve. See Resolutions and Ordinances.
21. Audit of Bills. To approve the bills.

A motion was made by Supervisor Lefebvre and seconded by Supervisor Van Dyck **“to adopt.”** Voice vote taken. Motion carried unanimously with no abstentions.

No. 9c -- REPORT OF EXECUTIVE COMMITTEE OF SEPTEMBER 10, 2018.

TO THE MEMBERS OF THE BROWN
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **EXECUTIVE COMMITTEE** met in regular session on September 10, 2018 and recommends the following:

1. Review Minutes of:
 - a) Benefits Advisory Committee of June 28, July 10 and August 6, 2018. Receive and place on file.
2. Legal Bills - Review and Possible Action on Legal Bills to be paid. To pay the legal bills.
3. Communication from Supervisor Deslauriers: That the County Board enact a policy requiring the Highway Commissioner to attend a public hearing prior to making a final decision on the implementation of a traffic safety or control measure that would more than double the nighttime noise at any residence (+10dBA L90). This hearing to take place in the local municipality impacted and is for the sole purpose of ensuring all pertinent information is included in the Highway Commissioner's final decision when considering high impact changes. To receive and place on file and express wishes to the Highway Commissioner that he continues to communicate with the municipalities.
4. Communication from Chairman Moynihan: For your consideration, I ask for your approval to refer the following change to Ordinance No. 2.14(17) to Corporation Counsel to research the legalities of this request and bring back those findings at another time. I find the present ordinance in bad form particularly, where a Supervisor possesses the ability to request reconsideration of their respective vote and/or that of the entire county board by utilizing the twenty-four hour public notice rule from one month to the next.
BROWN COUNTY CODE 2.14 (17) It shall be in order for any member on the prevailing side to move for a reconsideration of the vote on any question on the same day or to give written notice to County Clerk by 4:00 p.m. of the day prior to succeeding **no later**

than seven (7) business days following the previous regularly scheduled County Board meeting of his/her intent to move **for reconsideration at such the next County Board meeting**. If notice is not given in this manner, the matter shall not be subject to reconsideration. A motion for reconsideration shall not be accepted by the Chair unless it can be determined that the person making the motion had voted on the prevailing side. Any motion for reconsideration must be adopted. To refer to Corporation Counsel to bring back to the next regularly scheduled Executive Committee meeting.

5. Resolution to Create a Citizens Redistricting Advisory Sub-Committee to Report to the Brown County Executive Committee.
 - i. To amend the dates in the resolution from October 1, 2018 to December 1, 2018.
 - ii. To approve as amended. See Resolutions and Ordinances.
6. Resolution Approving Changes to the Human Resources and Administration Department Tables of Organization. To approve as presented and provide that the cost savings be placed with general money for the class and comp. See Resolutions and Ordinances.
7. Resolution Approving Health Insurance Plan Related Changes During the 2018 Calendar Year. To approve resolution with the changes indicated by the Department of Administration and that Administration bring back information regarding options for the remainder of the resolution to the October Administration Committee and Executive Committee meetings. See Resolutions and Ordinances.
8. Resolution regarding Changes to the Airport Department Table of Organization. To approve. See Resolutions and Ordinances.
9. Resolution regarding the Addition of a .34 LTE 4H Program Coordinator, and a .26 LTE 4H After School Instructor, in the UW Extension Table of Organization. To approve. See Resolutions and Ordinances.
10. Resolution regarding Additional Hours for the LTE Master Garden Volunteer Coordinator in the UW Extension Table of Organization. To approve. See Resolutions and Ordinances.
11. Resolution regarding Adding a Deputy Sheriff-Patrol Officer Position to the Sheriff's Department Table of Organization. To approve. See Resolutions and Ordinances.
12. Internal Auditor - Presentation of the 2017 Comprehensive Annual Financial Report (CAFR) and Management Communications by David Maccoux, Schenck, SC. Receive and place on file.
13. Internal Auditor - Board of Supervisors Budget Status Financial Report (Unaudited) & Veterans Recognition Subcommittee Budget Status Financial Report (Unaudited) – July 2018. Receive and place on file.
14. Internal Auditor - Status Update: August 1 – August 31, 2018. Receive and place on file.
15. HR Director's Report. Receive and place on file.
16. Corporation Counsel's Report. Receive and place on file.
17. Dept. of Admin - Budget Status Report – Levy Funded Departments as of July 31, 2018. Receive and place on file.
18. Dept. of Admin - Director of Administration's Report. Receive and place on file.
19. County Executive's Report. *No action taken.*

A motion was made by Vice Chair Lund and seconded by Supervisor Sieber **“to adopt.”** Supervisor Deslauriers and Supervisor Evans requested that Item #3 and Item #4 be taken separately, respectively. Voice vote taken on remainder of report. Motion carried.

Item #3 - Communication from Supervisor Deslauriers: That the County Board enact a policy requiring the Highway Commissioner to attend a public hearing prior to making a final decision on the implementation of a traffic safety or control measure that would more than double the nighttime noise at any residence (+10dBA L90). This hearing to take place in the local

municipality impacted and is for the sole purpose of ensuring all pertinent information is included in the Highway Commissioner's final decision when considering high impact changes. To receive and place on file and express wishes to the Highway Commissioner that he continues to communicate with the municipalities.

A motion was made by Supervisor Deslauriers and seconded by Supervisor Evans **"to approve Item #3."**

Following, Supervisor Evans requested that Director Paul Fontecchio speak to the Board.

Following extensive discussion by the Board, a Voice vote was taken on Supervisor Deslauriers's motion to approve Item #3. Motion carried unanimously with no abstentions.

Item #4 - Communication from Chairman Moynihan: For your consideration, I ask for your approval to refer the following change to Ordinance No. 2.14(17) to Corporation Counsel to research the legalities of this request and bring back those findings at another time. I find the present ordinance in bad form particularly, where a Supervisor possesses the ability to request reconsideration of their respective vote and/or that of the entire county board by utilizing the twenty-four hour public notice rule from one month to the next.

BROWN COUNTY CODE 2.14 (17) It shall be in order for any member on the prevailing side to move for a reconsideration of the vote on any question on the same day or to give written notice to County Clerk by 4:00 p.m. of the day prior to succeeding no later than seven (7) business days following the previous regularly scheduled County Board meeting of his/her intent to move for reconsideration at such the next County Board meeting. If notice is not given in this manner, the matter shall not be subject to reconsideration. A motion for reconsideration shall not be accepted by the Chair unless it can be determined that the person making the motion had voted on the prevailing side. Any motion for reconsideration must be adopted. To refer to Corporation Counsel to bring back to the next regularly scheduled Executive Committee meeting.

A motion was made by Supervisor Evans and seconded by Supervisor Nicholson **"to receive and place Item #4 on file."** Voice vote taken. By opinion of the Chair, the nays have it. Motion failed.

Following the failed motion, a motion was made by Supervisor Sieber and seconded by Supervisor Ballard **"to approve Item #4."** Voice vote taken. Motion carried with Supervisor Evans voting nay.

No. 9ci -- REPORT OF SPECIAL EXECUTIVE COMMITTEE OF SEPTEMBER 19, 2018

TO THE MEMBERS OF THE BROWN
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **Special Executive Committee** met in special session on September 19, 2018 and recommends the following:

1. Resolution Amending the Prior 06-20-2018 Resolution Supporting the Redevelopment of the Fox River Papermaking Corridor. Motion made by Supervisor Moynihan, seconded by Supervisor Van Dyck to approve. Vote taken. Motion carried unanimously.

A motion was made by Supervisor Nicholson and seconded by Supervisor De Wane “**to adopt.**” Voice vote taken. Motion carried unanimously with no abstentions.

No. 9d -- REPORT OF HUMAN SERVICES COMMITTEE OF AUGUST 22, 2018

TO THE MEMBERS OF THE BROWN
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **Human Services Committee** met in regular session on August 22, 2018 and recommends the following:

1. Review Minutes of:
 - a) Board of Health (May 8, 2018).
 - b) Human Services Board (July 12, 2018).
 - c) Children With Disabilities Education Board (November 21, 2017, January 16, 2018, March 20, 2018 & April 17, 2018).
 - d) Veterans’ Recognition Subcommittee (July 17, 2018).
 - i. To suspend the rules and take Items 1a-d together.
 - ii. To approve Items 1a-d.
2. Communication from Supervisor Schadewald re: I request the Human Services Committee and the Administration Committee to examine proposals to find ways to attract and keep the local residents in psychiatry to stay and work in Brown County. Receive and place on file.
3. Communication from Supervisor Deslauriers: Request that the Health Department and the Port and Resource Recovery Department give a detailed report to the Human Services Committee on the timeline of events and communications concerning the discovery of Trichloroethylene in the County owned wells in the Town of Holland. This would also include the communication and remediation plan going forward. To forward this communication to the Board of Health.
4. Wind Turbine Update - Receive new information – Standing Item. Receive and place on file.
5. Health & Human Services Dept. - Executive Director’s Report. Receive and place on file.
 - a) Supplemental Report: Youth Corrections Overview. Receive and place on file.
 - b) Supplemental Report: Child Protective Services - employee turnover and case load. Receive and place on file.
6. Health & Human Services Dept. - Financial Report for Community Treatment Center and Community Services. Receive and place on file.
7. Health & Human Services Dept. - Statistical Reports.
 - a) Monthly CTC Data.
 - i. Bay Haven Crisis Diversion.
 - ii. Nicolet Psychiatric Center.
 - iii. CTC Double Shifts.
 - b) Child Protection – Child Abuse/Neglect Report.
 - c) Monthly Contract Update.
 - i. To suspend the rules to take Items 7ai, 7aii, 7aiii, 7b and 7c together.
 - ii. Receive and place on file Items 7ai, 7aii, 7aiii, 7b and 7c together.
8. Health & Human Services Dept. - Request for New Non-Continuous and Contract Providers and New Provider Contract. To approve.

9. Aging & Disability Resource Center - Director's Report. Receive and place on file
10. Audit of bills. To acknowledge receipt of the bills.

A motion was made by Supervisor Hoyer and seconded by Supervisor Brusky **"to adopt."** Supervisor Evans requested Item #3 be pulled separately. Voice vote taken on the remainder of the report. Motion carried unanimously with no abstentions.

Item #3 Communication from Supervisor Deslauriers: Request that the Health Department and the Port and Resource Recovery Department give a detailed report to the Human Services Committee on the timeline of events and communications concerning the discovery of Trichloroethylene in the County owned wells in the Town of Holland. This would also include the communication and remediation plan going forward. To forward this communication to the Board of Health.

Following discussion by the Board, Supervisor Landwehr requested Director of Port and Resource Dean Haen speak to the Board in regards to Item #4.

A motion was made by Supervisor Evans and seconded by Supervisor Sieber **"to approve Item #3."** Voice vote taken. Motion carried unanimously with no abstentions.

No. 9e -- REPORT OF PLANNING, DEVELOPMENT AND TRANSPORTATION COMMITTEE OF AUGUST 27, 2018

TO THE MEMBERS OF THE BROWN
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **Planning, Development and Transportation Committee** met in regular session on August 27, 2018 and recommends the following:

1. Consent Agenda - Harbor Commission Minutes of June 11, 2018. *See Item 9.*
 2. Consent Agenda - Planning Commission Board of Directors Minutes of June 6, 2018. *See Item 9.*
 3. Consent Agenda - Solid Waste Board Minutes of June 18, 2018. *See Item 9.*
 4. Consent Agenda - Airport Budget Status Financial report for July 2018 – Unaudited. *See Item 9.*
 5. Consent Agenda - Planning Commission Budget Status Financial Reports for June & July 2018 – Unaudited. *See Item 9.*
 6. Consent Agenda - Property Listing - Budget Status Financial Reports for June & July 2018 – Unaudited. *See Item 9.*
 7. Consent Agenda - Zoning - Budget Status Financial Reports for June & July 2018 – Unaudited. *See Item 9.*
 8. Consent Agenda - Register of Deeds Budget Status Financial Report for July 2018 - Unaudited. *See Item 9.*
 9. Consent Agenda - UW-Extension Budget Status Financial Report for July 2018 – Unaudited.
- To approve Items 1-9 while holding Item 5 until September meeting.

10. Communication from Supervisor Dantine re: To have LIO look into streaming some adds on the website for a fee to raise revenue for the LIO. To refer to staff and report next month.
11. Register of Deeds Director's Report. *No report.*
12. Public Works - Summary of Operations. Hold until October.
13. Public Works Director's Report. Receive and place on file.
14. UW-Extension Director's Report. Receive and place on file.
15. Airport - 12-Hour Shift Report. Receive and place on file.
16. Airport - Open Positions Report. Receive and place on file.
17. Airport Director's Report. Receive and place on file.
18. Port & Resource Recovery - South Landfill Timeline and Response to the Observed Groundwater Enforcement Standard Exceedances. To refer to Corporation Counsel to review statutes NR 140 & NR 508 and come back with reporting expectations for any groundwater contamination. ~~Carried 3 to 1~~ Carried 3 to 0. 1 abstain. *
19. Port & Resource Recovery Director's Report. Receive and place on file.
- ~~20. Public Works Recommendation and Approval for Architectural and Engineering Services for the Jail Expansion and Medical Examiner's Office—RFP Project #2236. *Item to go before Sept Public Safety.*~~
21. Public Works Budget Adjustment Request (18-92): Reallocation between two or more departments, regardless of amount. To approve. Carried 3 to 1
22. Public Works Budget Adjustment Request (18-97): Any allocation from a department's fund balance. To approve.
23. Public Works Budget Adjustment Request (18-98): Reallocation between two or more departments, regardless of amount. To approve.
24. UW-Extension Budget Adjustment Request (18-83): Any increase in expenses with an offsetting increase in revenue. To approve Items 24, 25 & 26.
25. Resolution Regarding Additional Hours for the LTE Master Garden Volunteer Coordinator in the UW Extension Table of Organization. *See Item 24. See Resolutions and Ordinances.*
26. Resolution Regarding Addition of a .34 LTE 4H Program Coordinator and .26 LTE 4H After-School Instructors UW Extension Table of Organization. *See Item 24. See Resolutions and Ordinances.*
27. Airport Resolution Regarding Changes to the Airport Department Table of Organization. To approve. *See Resolutions and Ordinances.*
28. Port & Resource Recovery Budget Adjustment Request (18-95): Any allocation from a department's fund balance. To approve.
29. Acknowledging the bills. To acknowledge receipt of the bills.

**As corrected at County Board Meeting of 09/19/2018.*

A motion was made by Supervisor Dantine and seconded by Supervisor Erickson **"to adopt."** Supervisor Deslauriers requested that Item #18 be taken separately. Voice vote taken on the remainder of the report. Motion carried unanimously with no abstentions.

Item #18 - Port & Resource Recovery - South Landfill Timeline and Response to the Observed Groundwater Enforcement Standard Exceedances. To refer to Corporation Counsel to review statutes NR 140 & NR 508 and come back with reporting expectations for any groundwater contamination. Carried 3 to 1

Supervisor Deslauriers wanted to clarify that the committee minutes should reflect the vote as 3 – 0 – 1 as Supervisor Erickson abstained.

A motion was made by Supervisor De Wane and seconded by Supervisor Nicholson “**to approve as Item #18 amended.**”

No. 9ei-- REPORT OF SPECIAL PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE OF SEPTEMBER 19, 2018

TO THE MEMBERS OF THE BROWN
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **Planning, Development and Transportation Committee** met in special session on September 19, 2018 and recommends the following:

1. Resolution Amending the Prior 06-20-2018 Resolution Supporting the Redevelopment of the Fox River Papermaking Corridor. Motion made by Supervisor Kaster, seconded by Supervisor Dantinee to approve. Vote taken. Motion carried unanimously.
2. Request for Approval of Bid for Project #2249 – Bylsby Ave Storm Water Management. Motion made by Supervisor Dantinee, seconded by Supervisor Kaster to approve Peters Concrete for Project 2249 for \$59,925.00. Vote taken. Motion carried unanimously.

A motion was made by Supervisor Erickson and seconded by Supervisor Dantinee “**to adopt.**” Voice vote taken. Motion carried unanimously with no abstentions.

No. 9eli-- REPORT OF LAND CONSERVATION SUBCOMMITTEE OF AUGUST 27, 2018

TO THE MEMBERS OF THE BROWN
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **Land Conservation Subcommittee** met in regular session on August 27, 2018 and recommends the following:

1. Budget Status Financial Report for July 2018 (unaudited). Receive and place on file.
2. Open Positions Report. Receive and place on file.
3. Budget Adjustment (18-89): Any increase in expenses with an offsetting increase in revenue.
4. Directors Report. To approve.
 - a. Targeted Performance Standard Update. *No action taken.*
 - b. September LCC Tour Discussion. *No action taken.*

A motion was made by Supervisor Dantinee and seconded by Supervisor Landwehr “**to adopt.**” Voice vote taken. Motion carried unanimously with no abstentions.

No. 9f -- REPORT OF PUBLIC SAFETY COMMITTEE OF SEPTEMBER 11, 2018.

TO THE MEMBERS OF THE BROWN
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **PUBLIC SAFETY COMMITTEE** met in regular session on September 11, 2018 and recommends the following:

1. Review Minutes of:
 - a. Criminal Justice Coordinating Board (July 12, 2018). Receive and place on file.
2. Public Safety Communications - Budget Status Financial Report for July 2018 – Unaudited. Receive and place on file.
3. Public Safety Communications - Budget Adjustment Request (18-93): Reallocation between two or more departments, regardless of amount. To approve.
4. Public Safety Communications - Director's Report. Receive and place on file.
5. Circuit Courts, Commissioners, Probate - Budget Status Financial Report for July 2018 – Unaudited. Receive and place on file.
6. Circuit Courts, Commissioners, Probate - Director's Report. Receive and place on file.
7. Emergency Mgmt. - Budget Status Financial Report for July 2018 – Unaudited. Receive and place on file.
8. Emergency Mgmt. - Director's Report. Receive and place on file.
9. Clerk of Courts - Update on State Debt Collection Initiative. Receive and place on file.
10. Medical Examiner - Budget Status Financial Report for July 2018 – Unaudited. Receive and place on file.
11. Medical Examiner Activity Spreadsheet.
12. Sheriff - Update on Jail Addition – *Standing Item. No action.*
13. Sheriff - Jail & Medical Examiner Design Architect Recommendation.
 - i. To hold for 30 days. Motion failed 2 to 3.
 - ii. To approve Venture Architects and direct all information regarding proposals via email to the Board of Supervisors also note that if there were further questions, submit them prior to the County Board meeting. Motion Carried 3 to 2.
14. Sheriff - Budget Status Financial Report for July 2018 – Unaudited. Receive and place on file.
15. Sheriff - Budget Adjustment Request (18-91): Any increase in expenses with an offsetting increase in revenue. To approve.
16. Sheriff - Resolution re: Adding a Deputy Sheriff-Patrol Officer Position to the Sheriff's Department Table of Organization. See Resolutions and Ordinances. To approve.
17. Sheriff's Report. Receive and place on file.
18. Communication from Supervisor Brusky re: That the Brown County resolution establishing a Criminal Justice Coordinating Board be amended to add a Treatment Court Judge as a voting member. To hold for one month.
19. Communication from Supervisors Sieber/Linssen/Becker re: To include in the 2018 budget up to \$150,000 to RFP for services to find efficiencies in our criminal justice system. Receive and place on file.
20. Communication from Supervisor Schadewald re: I make the following request that the terms (low, medium, and high risk) inmates be defined so we can discuss the diversion programs options using agreed upon terms. Receive and place on file.
21. Audit of bills. To acknowledge receipt of the bills.

A motion was made by Supervisor Buckley and seconded by Supervisor Schadewald **“to adopt.”** Supervisors Buckley and Gruszynski pulled Item #13ii separately. Voice vote taken on the remainder of the report. Motion carried unanimously with no abstentions.

Item #13ii - To approve Venture Architects and direct all information regarding proposals via email to the Board of Supervisors also note that if there were further questions, submit them prior to the County Board meeting. Motion Carried 3 to 2.

After addressing the Board a motion was made by Supervisor Buckley and seconded by Supervisor Erickson **“to approve.”**

Following, a motion by substitution was made by Supervisor Gruszynski and was seconded by Supervisor Sieber **“to approve the Venture Architects RFP for the Medical Examiner’s office only, with a price tag of \$698,437.”**

Following extensive Board discussion, Director Erik Pritzl was asked to address the Board.

Roll Call vote was then taken on Supervisor Grusynski’s motion.

Roll Call:

Aye: Sieber, Gruszynski, Lefebvre, Borchardt, Ballard, Linssen, Kneiszel, Deslauriers, Tran

Nay: De Wane, Nicholson, Hoyer, Erickson, Evans, Vander Leest, Buckley, Landwehr, Dantine, Brusky, Kaster, Van Dyck, Moynihan, Suennen, Schadewald, Lund

Total Ayes: 9 Total Nays: 16

Motion failed.

Following the failed motion, a roll call vote was taken on Supervisor Buckley’s motion to approve.

Roll Call:

Aye: De Wane, Nicholson, Hoyer, Erickson, Evans, Vander Leest, Buckley, Landwehr, Dantine, Brusky, Ballard, Kaster, Van Dyck, Deslauriers, Moynihan, Suennen, Schadewald, Lund

Nay: Sieber, Gruszynski, Lefebvre, Borchardt, Linssen, Kneiszel, Tran

Total Ayes: 18 Total Nays: 7

Motion passed.

No. 10 -- Resolutions, Ordinances:

Budget Adjustments Requiring County Board Approval

No. 10a -- RESOLUTION APPROVING BUDGET ADJUSTMENT TO VARIOUS DEPARTMENT BUDGETS

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the below listed departments have submitted the following adjustments to their departmental budgets that, per Wisconsin State Statutes, require approval by a 2/3 vote of the full County Board:

- | | | |
|---------------------------------------|--|--------------------------|
| 18-89
Land & Water
Conservation | The Land and Water Conservation Department received an additional \$30,500 donation through Ducks Unlimited to continue work within the West Shore Pike Project area. This award dictates that these funds must be used toward construction costs incurred installing practices on public/private land. | Amount: \$30,500 |
| 18-91
Sheriff | This 2018 budget request is to increase state aid revenue in Drug Task Force to reflect funding from State of Wisconsin for the acquisition of a GrayKey device for accessing cell phone data. Expense is only for annual license as cost of unit is waived and shipping cost. | Amount: \$15,030 |
| 18-92
Public Works | The budget adjustment is to reallocate additional sales tax revenue for the Fox River Papermaking ("FRP") project due to revisions in estimated project costs. To fund this, two miles of CTH PP resurfacing (1 mile in 2018 and 1 mile in 2019) have been postponed until 2025. This reallocation of funding will be used to extend fiber optic networking and services in to the FRP Corridor and also will be used for soil management and the creation of a storm water retention pond. | Amount: \$400,000 |
| 18-93
HR & PSC | The budget adjustment is to transfer funds from Human Resources to Public Safety Communications for the implementation of new scheduling software. The current scheduling software is failing and the implementation of the planned Telestaff system has been delayed due to turnover in Human Resources. This alternative software will be a temporary fix until Telestaff can be installed or it could become permanent depending on user consensus. This transfer will be funded with personnel savings due to HR position vacancies. | Amount: \$10,625 |
| 18-95
PORT | Bylsby Avenue - Earlier this year, Brown County leased the full 12 acre Bylsby Ave. site to GLC Minerals. As part of the lease agreement, Brown County was to complete the sedimentation pond and finish the full stockpile area for lease. Staff did not foresee leasing the full property and the 2018 budget had only \$15,000 to continue the work in progress. Staff has spent nearly \$36,436 in contracted services (not all related to completing Bylsby) to date and has received a bid of \$59,925 to complete the work. New revenue from the lease will be \$30,084 in 2018 and increasing annually by a set schedule. Rent revenue will more than offset the one-time upfront cost of completing Bylsby. | Amount: \$81,361 |

18-97
PUBLIC
WORKS

This budget adjustment is for the use of fund balance originally set aside for the Resch Center scoreboard project. When the full \$1,000,000 was not required for the scoreboard, the remaining funds were set aside to be used for future Vets Memorial projects to be determined and approved at a later date. These funds will instead be used for Facility Building Upgrade project "Health Department Move" due to overages on this project from the bids received. A transfer of the previously approved carryover of funds for the Health Dept move will be needed to properly account for all of the project activity in the same fund.

Amount: \$579,383

18-98
PUBLIC
WORKS

With the 2018 Budget, the department budgeted to use unrestricted fund balance to cover the upgrade to their HVAC system. The department received additional GTA in the 240 Fund that was unbudgeted for. The department requests to transfer this additional revenue to their operating fund (660) to cover the HVAC Upgrade so that the unrestricted fund balance does not need to be used.

Amount: \$660,000

and,

WHEREAS, these budget adjustments are necessary to ensure activities are appropriated and accounted for properly.

NOW, THEREFORE, BE IT RESOLVED, that the Brown County Board of Supervisors hereby approves the above listed budget adjustments.

Respectfully submitted,

ADMINISTRATION COMMITTEE
LAND CONSERVATION SUBCOMMITTEE
PLANNING, DEVELOPMENT &
TRANSPORTATION COMMITTEE
PUBLIC SAFETY COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 09/21/2018

Authored by Administration
Approved by Corporation Counsel's Office

Fiscal Note: The fiscal impact is as described in the individual budget adjustment listed above.

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A motion was made by Supervisor Nicholson and seconded by Supervisor De Wane "to adopt." Voice vote taken. Motion carried unanimously with no abstentions.

ATTACHMENTS TO RESOLUTION #10A

ON THE FOLLOWING PAGES

18-89

BUDGET ADJUSTMENT REQUEST

Category

- ☐ 1 Reallocation from one account to another in the same level of appropriation
- ☐ 2 Reallocation due to a technical correction that could include:
 - Reallocation to another account strictly for tracking or accounting purposes
 - Allocation of budgeted prior year grant not completed in the prior year
- ☐ 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation
- ☐ 4 Any change in appropriation from an official action taken by the County Board (i.e., resolution, ordinance change, etc.)
- ☐ 5 a) Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts)
- ☐ 5 b) Reallocation of more than 10% of the funds original appropriated between any of the levels of appropriation.
- ☐ 6 Reallocation between two or more departments, regardless of amount
- ☒ 7 Any increase in expenses with an offsetting increase in revenue
- ☐ 8 Any allocation from a department's fund balance
- ☐ 9 Any allocation from the County's General Fund

Approval Level

Dept Head
Director of Admin

County Exec

County Exec

Admin Committee

Oversight Comm
2/3 County Board

Oversight Comm
2/3 County Board

Oversight Comm
2/3 County Board *W*

Oversight Comm
2/3 County Board

Oversight Comm
Admin Committee
2/3 County Board

Justification for Budget Change:

The Land and Water Conservation Department received an additional \$30,500 donation through Ducks Unlimited to continue work within the West Shore Pike Project area. This award dictates that these funds must be used toward construction costs incurred installing practices on public/private land.

Amount: \$30,500

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	110.048.301.4901	Donations	\$30,500
<input type="checkbox"/>	<input type="checkbox"/>	110.048.301.5700	Contracted Services	\$30,500
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			

Michael L. Muchnicki

AUTHORIZATIONS

Signature of Department Head

Department: Land & Water Conservation

Date: 7/24/18

[Signature]
Signature of DOA or Executive
Date: 8/7/18

Σ 7/24/18

Revised 2/3/17

100

18-97

BUDGET ADJUSTMENT REQUEST

Category

- ☐ 1 Reallocation from one account to another in the same level of appropriation
- ☐ 2 Reallocation due to a technical correction that could include:
 - Reallocation to another account strictly for tracking or accounting purposes
 - Allocation of budgeted prior year grant not completed in the prior year
- ☐ 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation
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- ☐ 5 a) Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts)
- ☐ 5 b) Reallocation of more than 10% of the funds original appropriated between any of the levels of appropriation.
- ☐ 6 Reallocation between two or more departments, regardless of amount
- ☒ 7 Any increase in expenses with an offsetting increase in revenue
- ☐ 8 Any allocation from a department's fund balance
- ☐ 9 Any allocation from the County's General Fund

Approval Level

Dept Head
Director of Admin

County Exec

County Exec

Admin Committee

Oversight Comm
2/3 County Board

Oversight Comm
2/3 County Board

Oversight Comm
2/3 County Board

Oversight Comm
Admin Committee
2/3 County Board

Justification for Budget Change:

This 2018 budget request is to increase state aid revenue in Drug Task Force to reflect a transfer of asset forfeiture funds from State of Wisconsin National Guard for the acquisition of a GrayKey device for accessing cell phone data. Expense is only for annual license as cost of unit is waived and shipping cost.

Amount: \$15,030

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	152.074.077.4506.401	Asset seizures federal	15,030
<input checked="" type="checkbox"/>	<input type="checkbox"/>	152.074.077.5335	Software licenses	15,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	152.074.077.5300.004	Supplies Expense postage	30
<input type="checkbox"/>	<input type="checkbox"/>			

AUTHORIZATIONS

Signature of Department Head
Department: Sheriff's Office
Date: 08/06/18

Signature of DCA or Executive
Date: 8/14/18

Revised 4/1/14

10a

18-92

BUDGET ADJUSTMENT REQUEST

CategoryApproval Level

- ☐ 1 Reallocation from one account to another in the same level of appropriation Dept Head
- ☐ 2 Reallocation due to a technical correction that could include:
• Reallocation to another account strictly for tracking or accounting purposes
• Allocation of budgeted prior year grant not completed in the prior year Director of Admin
- ☐ 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation County Exec
- ☐ 4 Any change in appropriation from an official action taken by the County Board (i.e., resolution, ordinance change, etc.) County Exec
- ☐ 5 a) Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts) Admin Committee
- ☐ 5 b) Reallocation of more than 10% of the funds original appropriated between any of the levels of appropriation. Oversight Comm
2/3 County Board
- ☒ 6 Reallocation between two or more departments, regardless of amount Oversight Comm
2/3 County Board
- ☐ 7 Any increase in expenses with an offsetting increase in revenue Oversight Comm
2/3 County Board
- ☐ 8 Any allocation from a department's fund balance Oversight Comm
2/3 County Board
- ☐ 9 Any allocation from the County's General Fund Oversight Comm
Admin Committee
2/3 County Board

Justification for Budget Change:

The budget adjustment is to reallocate additional sales tax revenue for the Fox River Papermaking ("FRP") project due to revisions in estimated project costs. To fund this, two miles of CTH PP resurfacing (1 mile in 2018 and 1 mile in 2019) have been postponed until 2025. This reallocation of funding will be used to extend fiber optic networking and services in to the FRP Corridor and also will be used for soil management and the creation of a storm water retention pond.

Budget Impact: \$400,000

<u>Increase</u>	<u>Decrease</u>	<u>Account #</u>	<u>Account Title</u>	<u>Amount</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	447.044.9002	FRP Project Transfer In	\$400,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	447.044.6182.200	FRP Project Construction Highway	\$400,000
<input type="checkbox"/>	<input checked="" type="checkbox"/>	440.044.9002	Hwy Projects Transfer In	\$400,000
<input type="checkbox"/>	<input checked="" type="checkbox"/>	440.044.6182.200	Hwy Construction Highway	\$400,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	499.090.9003	Sales Tax Transfer Out-FRP	\$400,000
<input type="checkbox"/>	<input checked="" type="checkbox"/>	499.090.9003	Sales Tax Transfer Out-Hwy Projects	\$400,000

AUTHORIZATIONS

Paul [Signature]
Signature of Department Head

Department: Public Works

Date: 8/14/18

[Signature]
Signature of DCA or Executive

Date: 8/14/18

Revised 2/3/17

18-93

BUDGET ADJUSTMENT REQUEST

Category	Approval Level
<input type="checkbox"/> 1 Reallocation from one account to another in the same level of appropriation	Dept Head
<input type="checkbox"/> 2 Reallocation due to a technical correction that could include: <ul style="list-style-type: none"> • Reallocation to another account strictly for tracking or accounting purposes • Allocation of budgeted prior year grant not completed in the prior year 	Director of Admin
<input type="checkbox"/> 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation	County Exec
<input type="checkbox"/> 4 Any change in appropriation from an official action taken by the County Board (i.e., resolution, ordinance change, etc.)	County Exec
<input type="checkbox"/> 5 a) Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts)	Admin Committee
<input type="checkbox"/> 5 b) Reallocation of <u>more than 10%</u> of the funds original appropriated between any of the levels of appropriation.	Oversight Comm 2/3 County Board
<input checked="" type="checkbox"/> 6 Reallocation between two or more departments, regardless of amount	Oversight Comm 2/3 County Board
<input type="checkbox"/> 7 Any increase in expenses with an offsetting increase in revenue	Oversight Comm 2/3 County Board
<input type="checkbox"/> 8 Any allocation from a department's fund balance	Oversight Comm 2/3 County Board
<input type="checkbox"/> 9 Any allocation from the County's General Fund	Oversight Comm Admin Committee 2/3 County Board

Justification for Budget Change:

The budget adjustment is to transfer funds from Human Resources to Public Safety Communications for the implementation of new scheduling software. The current scheduling software is failing and the implementation of the planned Telestaff system has been delayed due to turnover in Human Resources. This alternative software will be a temporary fix until Telestaff can be installed or it could become permanent depending on user consensus. This transfer will be funded with personnel savings due to HR position vacancies.

Budget Impact: \$10,625

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.013.001.9004.200	PSC Intrafund Transfer In HR	\$10,625
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.013.001.5306.100	PSC Maintenance Agreement Software	\$10,625
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.064.001.9005.200	HR Intrafund Transfer Out HR	\$10,625
<input type="checkbox"/>	<input checked="" type="checkbox"/>	100.064.001.5100	HR Regular Earnings	\$10,625

EL 8/13/18

AUTHORIZATIONS	
<p><i>[Signature]</i> Signature of Department Head</p> <p>Department: <u>PSC / HR</u></p> <p>Date: <u>8-8-18</u> <u>8/13/18</u></p>	<p><i>[Signature]</i> Signature of County Executive</p> <p>Date: <u>8/14/18</u></p>

Revised 2/3/17

IDA

18-95

BUDGET ADJUSTMENT REQUEST

Category

- ☐ 1 Reallocation from one account to another in the same level of appropriation
- ☐ 2 Reallocation due to a technical correction that could include:
 - Reallocation to another account strictly for tracking or accounting purposes
 - Allocation of budgeted prior year grant not completed in the prior year
- ☐ 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation
- ☐ 4 Any change in appropriation from an official action taken by the County Board (i.e., resolution, ordinance change, etc.)
- ☐ 5 a) Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts)
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- ☒ 8 Any allocation from a department's fund balance
- ☐ 9 Any allocation from the County's General Fund

Approval Level

Dept Head
Director of Admin

County Exec

County Exec

Admin Committee

Oversight Comm
2/3 County Board

Oversight Comm
2/3 County Board

Oversight Comm
2/3 County Board

Oversight Comm
2/3 County Board

Oversight Comm
Admin Committee
2/3 County Board

Justification for Budget Change:

Bylsby Avenue – Earlier this year, Brown County leased the full 12 acre Bylsby Ave. site to GLC Minerals. As part of the lease agreement, Brown County was to complete the sedimentation pond and finish the full stockpile area for lease. Staff did not foresee leasing the full property and the 2018 budget had only \$15,000 to continue the work in progress. Staff has spent nearly \$36,436 in contracted services (not all related to completing Bylsby) to date and has received a bid of \$59,925 to complete the work. New revenue from the lease will be \$30,084 in 2018 and increasing annually by a set schedule. Rent revenue will more than offset the one-time upfront cost of completing Bylsby.

Budget Impact - \$81,361

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	650.078.001.5700	Contracted Services	81,361
<input checked="" type="checkbox"/>	<input type="checkbox"/>	650.078.001.4603.005	Rent - Land	30,084
<input type="checkbox"/>	<input checked="" type="checkbox"/>	650.3000	Port Fund Balance	51,277
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			

AUTHORIZATIONS

Signature of Department Head

Department: Port & Resource Recovery
Date: 8-13-2018

Signature of DOA or Executive

Date: 8/14/18

Revised 2/3/17

18-97

BUDGET ADJUSTMENT REQUEST

<u>Category</u>	<u>Approval Level</u>
<input type="checkbox"/> 1 Reallocation from one account to another in the same level of appropriation	Dept Head
<input type="checkbox"/> 2 Reallocation due to a technical correction that could include: <ul style="list-style-type: none"> • Reallocation to another account strictly for tracking or accounting purposes • Allocation of budgeted prior year grant not completed in the prior year 	Director of Admin
<input type="checkbox"/> 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation	County Exec
<input type="checkbox"/> 4 Any change in appropriation from an official action taken by the County Board (i.e., resolution, ordinance change, etc.)	County Exec
<input type="checkbox"/> 5 a) Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts)	Admin Committee
<input type="checkbox"/> 5 b) Reallocation of <u>more than 10%</u> of the funds original appropriated between any of the levels of appropriation.	Oversight Comm 2/3 County Board
<input type="checkbox"/> 6 Reallocation between two or more departments, regardless of amount	Oversight Comm 2/3 County Board
<input type="checkbox"/> 7 Any increase in expenses with an offsetting increase in revenue	Oversight Comm 2/3 County Board
<input checked="" type="checkbox"/> 8 Any allocation from a department's fund balance	Oversight Comm 2/3 County Board <i>if</i>
<input type="checkbox"/> 9 Any allocation from the County's General Fund	Oversight Comm Admin Committee 2/3 County Board


Justification for Budget Change:


This budget adjustment is for the use of fund balance originally set aside for the Resch Center scoreboard project. When the full \$1,000,000 was not required for the scoreboard, the remaining funds were set aside to be used for future Vets Memorial projects to be determined and approved at a later date. These funds will instead be used for Facility Building Upgrade project "Health Department Move" due to overages on this project from the bids received. A transfer of the previously approved carryover of funds for the Health Dept move will be needed to properly account for all of the project activity in the same fund.

Budget Impact: \$579,383

<u>Increase</u>	<u>Decrease</u>	<u>Account #</u>	<u>Account Title</u>	<u>Amount</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	410.054.001.6182.100	Construction General	\$579,383
<input type="checkbox"/>	<input checked="" type="checkbox"/>	410.3400.100	Fund Balance-Committed CPF	\$222,383
<input type="checkbox"/>	<input checked="" type="checkbox"/>	100.054.038.5307.300	Facilities R&M-Building	\$357,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.054.038.9003	Facilities Transfer Out	\$357,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	410.054.001.9002	Bldg Upgrade Fund Transfer In	\$357,000

AUTHORIZATIONS


 Signature of Department Head
 Department: Public Works
 Date: 8/14/18


 Signature of DOA or Executive
 Date: 8/22/18

Revised 2/3/17

10a

18-98

BUDGET ADJUSTMENT REQUEST


Category	Approval Level
<input type="checkbox"/> 1 Reallocation from one account to another in the same level of appropriation	Dept Head
<input type="checkbox"/> 2 Reallocation due to a technical correction that could include: <ul style="list-style-type: none"> • Reallocation to another account strictly for tracking or accounting purposes • Allocation of budgeted prior year grant not completed in the prior year 	Director of Admin
<input type="checkbox"/> 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation	County Exec
<input type="checkbox"/> 4 Any change in appropriation from an official action taken by the County Board (i.e., resolution, ordinance change, etc.)	County Exec
<input type="checkbox"/> 5 a) Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts)	Admin Committee
<input type="checkbox"/> 5 b) Reallocation of <u>more than 10%</u> of the funds original appropriated between any of the levels of appropriation.	Oversight Comm 2/3 County Board
<input checked="" type="checkbox"/> 6 Reallocation between two or more departments, regardless of amount	Oversight Comm 2/3 County Board
<input type="checkbox"/> 7 Any increase in expenses with an offsetting increase in revenue	Oversight Comm 2/3 County Board
<input type="checkbox"/> 8 Any allocation from a department's fund balance	Oversight Comm 2/3 County Board
<input type="checkbox"/> 9 Any allocation from the County's General Fund	Oversight Comm Admin Committee 2/3 County Board

Justification for Budget Change:

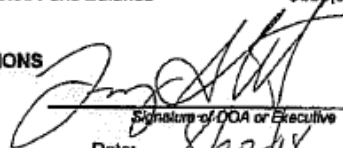
With the 2018 Budget, the department budgeted to use unrestricted fund balance to cover the upgrade to their HVAC system. The department received additional GTA in the 240 Fund that was unbudgeted for. The department requests to transfer this additional revenue to their operating fund (660) to cover the HVAC Upgrade so that the unrestricted fund balance does not need to be used.

Budget Impact: \$660,000

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	240.044.080.4302	State Grant & Aid Revenue	\$660,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	240.044.080.9003	Transfer Out	\$660,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	660.044.001.9002	Transfer In	\$660,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	660.3000	Unrestricted Fund Balance	\$660,000
<input type="checkbox"/>	<input type="checkbox"/>			


 Signature of Department Head
 Department: Public Worker
 Date: 8/15/2018

AUTHORIZATIONS


 Signature of DCA or Executive
 Date: 8/22/18

Revised 2/3/17

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Administration Committee and Executive Committee

No. 10b -- RESOLUTION TO CREATE A CITIZENS REDISTRICTING ADVISORY SUB-COMMITTEE TO REPORT TO THE BROWN COUNTY EXECUTIVE COMMITTEE

***** AS AMENDED AT 08-06-2018 EXECUTIVE COMMITTEE MEETING *****
AND AS FURTHER AMENDED AT 09-05-2018 ADMIN COMMITTEE MEETING

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, it is desirable to create a *Citizens Redistricting Advisory Sub-Committee* (a sub-committee of the Executive Committee) to gather information from the public and from county staff, to conduct public meetings and to report and make recommendations to the Executive Committee regarding the parameters of the upcoming redistricting process; and

WHEREAS, Brown County Code Section 2.05 provides that Standing Committees, such as the Executive Committee, may create sub-committees, and may appoint County Board members and/or non-members to sub-committees, with appointments being at the discretion of the Standing Committee chair.

NOW THEREFORE BE IT RESOLVED, that the *Citizens Redistricting Advisory Sub-Committee* is hereby created as a sub-committee of the Executive Committee; and

BE IT FURTHER RESOLVED, that said sub-committee shall consist of 9 members that reside in the County of Brown, including: 4 5 Citizen Members; 2 1 Academic Member (a Political Science Professor from either the University of WI - Green Bay and/or St. Norbert College); and 3 Brown County Board of Supervisors Members; and

BE IT FURTHER RESOLVED, that said Citizen and Academic sub-committee Members:

- 1) Shall be **nominated by** having their names and resumes, which shall include information regarding any paid political party memberships of the nominee or a statement that no paid political party memberships exist, submitted to the County Board Office for consideration on or before 09-01-2018 12-01-2018; and
- 2) Shall be **appointed by**, and at the sole discretion of, the Chairperson of the Executive Committee; and
- 3) Shall be confirmed by the Brown County Board of Supervisors; and

BE IT FURTHER RESOLVED, that said Brown County Board of Supervisors sub-committee Members:

- 1) Shall be **nominated by** having their names and a letter of interest submitted to the County Board Office for consideration on or before 09-01-2018 12-01-2018; and
- 2) Shall be **appointed by**, and at the sole discretion of, the Chairperson of the Executive Committee; and
- 3) Shall be confirmed by the Brown County Board of Supervisors; and

BE IT FURTHER RESOLVED, that said sub-committee shall elect officers at its first meeting, including: 1) a Chair (to set the Agenda and run the meetings); 2) a Vice-Chair (to act in the Chair's absence); and 3) a Secretary (to prepare the Agenda and to take Minutes, both of which shall be timely filed with the County Board Office, in order to relieve the County from incurring Agenda and Minutes related expenses); and

BE IT FINALLY RESOLVED that said sub-committee members shall serve for as long as it takes to complete their task as described above in this Resolution, but in no event longer than the ~~April, 2022 election.~~ **December 31, 2019.**

***As amended per the County Board meeting on September 19, 2018.**

~~*Fiscal Note: This resolution requires an appropriation from the General Fund of \$1,092 and creates a structural deficit in the 2019 budget of \$3,276.*~~

Fiscal Note: This resolution does not require an appropriation based on the received projected number of meetings, and based on the committee secretary being required to prepare the Agendas and to take the Minutes (instead of using county board staff time for these functions).

Respectfully submitted,

EXECUTIVE COMMITTEE
ADMINISTRATIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 09/21/2018

Authored by Corporation Counsel at the request of the Executive Committee on 07-09-2018, with Amendments as directed by the Executive Committee on 08-06-2018.

Also with Amendments as directed by the Administration Committee on 09-05-2018.

*** NOTE RE AMENDMENTS: 'Deletions' are indicated by double-strikethrough (~~Deletions~~); and 'Additions' are indicated by double-underline (Additions). ***

*** SECOND NOTE RE AMENDMENTS: **Amendments from the Executive Committee on 07-09-2018 appear in Yellow Highlight**, and Amendments from the Administration Committee on 09-05-2018 appear in Light Gray Highlight. ***

This Resolution has been Approved by Corporation Counsel.

A motion was made by Supervisor Sieber and seconded by Supervisor Hoyer **"to adopt."**

A motion was made by Supervisor Van Dyck and seconded by Supervisor De Wane **"to amend the resolution by striking the April, 2022 election and adding December 31, 2019."** Voice vote taken. Motion carried unanimously with no abstentions.

Supervisor Buckley left at 10:15 PM

A motion was made by Supervisor Hoyer and seconded by Supervisor De Wane **"to approve as amended."** Roll call vote taken.

Roll Call:

Aye: Sieber, De Wane, Hoyer, Gruszynski, Lefebvre, Erickson, Borchardt, Evans, Vander Leest, Landwehr, Dantine, Brusky, Ballard, Van Dyck, Linssen, Kneiszel, Tran, Moynihan, Suennen, Schadewald, Lund.

Nay: Nicholson, Kaster, Deslauriers

Absent: Buckley

Total Ayes: 21 Total Nays: 3 Absent: 1

Motion passed.

No. 10ci -- RESOLUTION APPROVING HEALTH INSURANCE PLAN RELATED CHANGES DURING THE 2018 CALENDAR YEAR

****AS AMENDED AT 09-10-2018 EXECUTIVE COMMITTEE MEETING****

A motion was made by Vice Chair Lund and seconded by Supervisor Erickson **“to refer back to Administration.”** Voice vote taken. Motion carried unanimously with no abstentions.

No. 10cii -- RESOLUTION APPROVING HEALTH INSURANCE PLAN RELATED CHANGES DURING THE 2018 CALENDAR YEAR

****AS APPROVED AT ADMINISTRATION COMMITTEE MEETING ON 09-05-2018****

A motion was made by Vice Chair Lund and seconded by Supervisor De Wane **“to refer back to Administration.”** Voice vote taken. Motion carried unanimously with no abstentions.

Education & Recreation Committee

No. 10d -- RESOLUTION TO APPROVE A UNDERGROUND PIPELINE EASEMENT REGARDING THE MOUNTAIN BAY STATE TRAIL

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, Brown County (“County”) is the holder of a Trail Management Easement interest regarding the Mountain Bay State Recreational Trail (“Trail”). Said easement interest affords the Brown County Parks Department (“Trail Manager”) to construct, develop, maintain and operate the Trail; and

WHEREAS, in accordance with said Trail Management Easement, as well as other documents relating thereto, the County is required to consent to any additional easements/access permits/agreements granted by the Owner of the Trail, i.e., the Wisconsin Department of Natural Resources (“DNR”), provided that the Trail Manager, who has final authority over issues relating to the management of the Trail corridor, is notified and consulted with in advance; and

WHEREAS, upon due notification to and consultation with the Trail Manager, the DNR desires to enter into a Permanent Underground Pipeline Easement, attached hereto and incorporated herein by reference, with the Wisconsin Public Service Corporation (“Permittee”) as

the Permittee desires a permanent easement upon, within and beneath Trail for the purpose of abandoning in place one 4-inch natural gas pipeline and installation of one 6-inch natural gas pipeline; and

WHEREAS, pursuant to said Permanent Underground Pipeline Easement, Wisconsin Public Service Corporation, as Permittee, is required to submit a construction plan to the Trail Manager and may not begin work regarding said construction plan unless and until written approval from the Trail Manager is granted and received, and the Permittee is also required to obtain all necessary permits, approvals, and licenses prior to starting work, and to comply with all applicable federal, state, and local laws, rules and regulations.

NOW, THEREFORE, BE IT RESOLVED that the Brown County Board of Supervisors hereby consents to the attached Easement between the Wisconsin Department of Natural Resources and Wisconsin Public Service Corporation being entered into, and hereby authorizes and directs the Brown County Executive to execute the Easement on Page 9 of said agreement, indicating the County's acceptance of and consent to the terms and conditions of said agreement.

Respectfully submitted,

EDUCATION & RECREATION COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 09/21/2018

Authored by Parks Department

Final Draft Approved by Corporation Counsel

Fiscal Note: This resolution does not require an appropriation from the General Fund.

A motion was made by Supervisor Landwehr and seconded by Supervisor Dantine **“to adopt”**. Voice vote taken. Motion carried unanimously with no abstentions.

ATTACHMENTS TO RESOLUTION #10D

ON THE FOLLOWING PAGES



RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 08/14/2018
REQUEST TO: EDUCATION AND RECREATION COMMITTEE
MEETING DATE: 08/30/2018
REQUEST FROM: Matt Kriese
REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: RESOLUTION TO APPROVE UNDERGROUND NATURAL GAS PIPELINE
EASEMENT AGREEMENT

ISSUE/BACKGROUND INFORMATION:

The WI DNR is the owner of the Mountain Bay Trail and the County holds a Trail Management Easement. This resolution authorizes the County to approve a permanent 12 foot wide easement strip for Wisconsin Public Service Corporation to install one 6-inch natural gas pipeline under the trail at the Pinecrest Road intersection within the Village of Howard.

ACTION REQUESTED:

Request to Approve this Resolution

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☐ Yes ☒ No
 - a. If yes, what is the amount of the impact? \$ _____
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☐ Yes ☐ No
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

10d

Document Number	Document Title
-----------------	----------------

State of Wisconsin
Department of Natural Resources
Box 7921
Madison, WI 53707

**UNDERGROUND NATURAL GAS
PIPELINE EASEMENT
AGREEMENT**

Wis. Stat. s. 23.09(10) and 27.01(2)(g)
Form 2200-15

THIS UNDERGROUND ELECTRIC LINE EASEMENT AGREEMENT (hereinafter referred to as the "Agreement") is made by and between the State of Wisconsin, Department of Natural Resources (hereinafter referred to as the "Grantor") and Wisconsin Public Service Corporation, a Wisconsin corporation (hereinafter referred to as the "Grantee").

RECITALS

WHEREAS, the Grantor is the owner of the former Chicago and Northwestern Transportation Company, railroad corridor known today as the "Mountain-Bay State Trail" (hereinafter referred to interchangeably as either the "trail" or the "Premises");

WHEREAS, the Grantee desires a permanent easement upon, within and beneath Grantor's for the purpose of abandoning in place one 4 inch natural gas pipeline and install one 6-inch natural gas pipeline as described herein;

WHEREAS, the location of such easement on the Grantor's Premises in Brown County, Wisconsin is a strip of land described as follows and as shown on the attached Exhibit "A" and made a part of hereof (hereinafter referred to as the "Easement Area"):

A 12 foot wide easement strip, the center line of which is described as follows:

Township 24 North, Range 20 East, Village of Howard, Brown County, Wisconsin
Section 5: Part of the NW ¼ of the SW ¼ more particularly described as follows:

Commencing at the West one-quarter corner of Section 5, thence S01°59'23"W along the West line of said Section 5, a distance of 842.34 feet to a point on the North property line of the parcel described in the Brown County Register of Deeds, recorded as Document Number 1401457; thence S89°31'58"E along the North property line of said parcel, a distance of 27.01 feet to the POINT OF BEGINNING; thence S00°48'42"W a distance of 100.00 feet to a point on the South property line of said parcel and the POINT OF TERMINATION.

WHEREAS, the Grantee had received a utility license from the Railroad, however are unable to locate the document. The Grantee had contacted with RR for assistance but was unsuccessful in receiving documentation. This Easement will replace said license.

NOW, THEREFORE, the undersigned Grantor does hereby grant and convey to the Grantee, its successors and assigns, for good and valuable consideration, a permanent non-exclusive easement (the "Easement") to install,

Recording Area

Return: Department of Natural Resources
Bureau of Facilities & Lands - LP/6
P.O. Box 7921
Madison, WI 53707-7921
Attn: Closing Officer (CE- 9745)

Parcel Identification Number (PIN):

VH-192

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maintain, inspect, operate, repair, remove, replace, and/or abandon in place, under, across, and through the above-described Easement Area, for the purpose of clearing the Easement Area of trees and brush, then laying, installing, constructing, maintaining, operating, inspecting, replacing, protecting, testing, patrolling, repairing, reconstructing, removing or abandoning one 6 inch Polyethylene pipe carrying natural gas at 60 PSI (hereinafter referred to as the "underground natural gas pipeline line"), together with all appurtenant equipment as deemed necessary by the Grantee for the transmission and distribution of natural gas (all of the foregoing collectively, the "Facilities").

It is understood by the Grantor and the Grantee that this grant of Easement is subject to the following conditions:

1. The Grantor and the Grantee confirm and agree that the recitals set forth above are true and correct and incorporate the same herein for all purposes.
2. Brown County is the owner and holder of a Trail Management Easement on the Premises for the construction, development, maintenance and operation of the trail by the Brown County Parks Department (hereinafter referred to as the "Trail Manager"). When notification is required herein the Trail Manager, in lieu of the Grantor, shall be the point of contact regarding the installation, use and maintenance of the underground natural gas line, as the Trail Manager has control and authority over issues relating to the management of the trail.
3. The Grantor grants and conveys to the Grantee a permanent non-exclusive Easement for the laying, installation, construction, operation, inspection, maintenance, repair, protecting, testing, patrolling, reconstructing, removal, replacement and/or abandonment in place of the Facilities within the Easement Area. Any additional pipes, structures, or replacements greater than described herein, will require the prior written approval of the Grantor and may require an expansion of the Easement Area (such expansion to be mutually agreeable to the Grantor and the Grantee).
4. The underground natural gas pipeline shall be installed by directional boring under the trail. The underground electrical line shall be installed with a vertical distance of at least 10 feet from the top of the finished trail surface to the top of the pipe.
5. This Easement is limited to the Grantee and is not transferrable to a third party, except after written notification to and approval by the Grantor; provided, however, that upon written notice to the Grantor the Grantee may transfer or assign this easement to a parent, subsidiary or affiliate of the Grantee. The Grantee will not have the right to allow additional co-location by a third party without written consent from the Grantor and amendment to this Agreement.
6. The Easement shall be non-exclusive and the Grantor may use the Easement Area and shall have the right to lease or convey other easements to one or more other person(s), company(ies) or other entity(ies); provided that any such other use, lease or conveyance shall not interfere with the Grantee's rights, including causing violations of national or state electrical codes.
7. The Grantee shall submit a written notification of project commencement to the Trail Manager at least 5 business days prior to initiation of any tree and brush clearing, installation, construction, maintenance or replacement work on or within the Easement Area. Other than the initial construction, in the event that the Grantee's planned commencement of project activities conflicts with the Grantor's or Trail Manager's use of the Easement Area, the Grantor or Trail Manager shall notify the Grantee of such conflict and the Grantor or Trail Manager and Grantee shall agree on an alternative date to begin the project. If an emergency situation arises from the underground natural gas line within the Easement Area requiring

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immediate action by the Grantee, the Grantee shall take immediate action, then promptly notify the Trail Manager that an emergency exists and that the Grantee is proceeding to correct the emergency situation.

8. The Grantor grants to the Grantee the right to enter upon the Grantor's property outside of the Easement Area for the purpose of gaining access to the Easement Area for the purpose of tree and brush clearing, installing, constructing, operating, maintaining, testing, patrolling, replacing, removing or abandoning the Facilities and to do any and all other such work as the Grantee deems reasonably necessary in accordance with the rights granted it under this Agreement.
9. The Grantee may clear, cut, trim and remove any brush, trees, logs, stumps or branches from the Easement Area for installation, construction, maintenance, operation, repair and replacement of the Facilities which by reason of their proximity or condition may endanger or interfere with the Facilities. Any such undertakings shall be done after at least three (3) days' prior notification to the Trail Manager by the Grantee and under the supervision of the Trail Manager. Accepted arborist pruning/removal and equipment practices must be adhered to and all waste debris, stumps and slash must be removed and disposed of by the Grantee in a manner acceptable to the Trail Manager. When the removal of a tree is undertaken by the Grantee, stumps shall be cut flush with the ground or be removed and disposed of in a manner reasonably acceptable to the Trail Manager. All trees having a commercial value, including firewood, shall be cut in standard 100 inch lengths and piled conveniently by the Grantee, for disposal, by sale or otherwise, by the Trail Manager.
10. All signage placed by the Grantee for purposes of project activities shall have prior written approval from the Trail Manager, which approval shall not be unreasonably withheld, delayed or denied, except that the Grantee may install markers in locations described hereinabove with the prior notification of the Trail Manager and in accordance with standard utility practice.
11. The Grantee shall maintain the Easement Area in a decent, sanitary, and safe condition during construction, installation, maintenance and replacement of the Facilities, and at no time shall the Grantee allow its work to cause a hazard or unsafe conditions within the Easement Area.
12. The Grantee is responsible for determining the location of any existing utilities within the Easement Area. The Grantee shall be responsible for any and all damages, costs or liabilities caused by the Grantee that result from any damage to any existing utilities within the Easement Area.
13. The Grantee shall obtain all necessary permits, approvals, and licenses and comply with all applicable federal, state, and local statutes, regulations and ordinances affecting the design, materials or performance of exercising any and all rights granted by this Agreement.
14. The Grantee shall restore the Easement Area in a timely workmanlike manner consistent with the condition of the Easement Area prior to such entry by the Grantee or its employees or agents. This restoration requirement, however, does not apply to the initial installation or construction of the Facilities on the Easement Area as it relates to any trees, bushes, branches or roots removed for initial installation or construction, or which subsequently may interfere with the Grantee's use of the Easement Area or create an unsafe condition.
15. The Easement shall automatically terminate upon the Grantee's abandonment of the Easement Area and shall automatically revert to and revest in the Grantor without reentry upon the abandonment of the use of the same for utility purposes for which the Easement was granted or upon voluntary non-use of the same for a period of 2 years.

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16. The Grantee agrees not to violate any term or condition stated herein. In the event of a violation, the Grantor will give written notice to the Grantee of the violation(s) and the Grantee will have 30 days to cure the violation(s); provided, however, that in the event that the cure of such violation cannot be accomplished within such 30-day period despite diligent and continuing efforts by the Grantee, the time to cure the violation may be extended for a reasonable amount of time to permit the Grantee to complete the cure. In the event the violation(s) has not been cured to the reasonable satisfaction of the Grantor within the time frame allowed, the Grantor, at the Grantor's discretion, shall have the right to declare this Agreement terminated, and shall have the right to take full control of the Easement Area, without hindrance or delay, and may use its legal remedies for recovery from the Grantee of all damages caused by the violation of this Agreement by the Grantee.
17. The Grantor agrees not to plant any trees within the Easement Area. The Grantor agrees that no structures or above ground improvements (not including trails, driveways, roadways or parking lots which are not prohibited), obstructions or impediments of whatever kind or nature will be constructed, placed, granted or allowed within the Easement Area. Except as otherwise allowed herein, the Grantor further agrees that the elevation of the existing ground surface of land within the Easement Area will not be altered by more than 6 inches without the prior written consent of the Grantee.
18. Relating to installation, construction, operation, maintenance, and replacement work within the Easement Area, work shall be completed as follows:
 - a. Other than as otherwise permitted herein, the trail should remain open for public use at all times. Trail closures will not be allowed during snowmobile season and may not be allowed at certain times during bicycling season depending on planned events, activities, or volume of use. All closures must be coordinated with the Trail Manager. Any trail closure of more than 1 day may be done only with written permission of the Trail Manager.
 - b. If the trail must be blocked at any time due to safety, a flag person must be present or appropriate signage must be installed such that trail users are informed of the blockage and an acceptable detour (if needed) must be provided by the Grantee so users can pass through safely. Grantee shall not use the trail right-of-way for backing of any equipment unless a flag person is present and directing trail traffic.
 - c. Warning signs, lights, or such other safety markers as necessary shall be placed informing trail users of any construction work or as otherwise directed by the Trail Manager.
 - d. If needed, as determined by the Trail Manager, Grantee shall place passable barricades at entry points for trail users that require trail users to substantially reduce their speed and proceed single file. Barricade points must include signs stating that construction activities are taking place along the trail, listing a reduced speed limit, and indicating 2-way, single-file traffic.
 - e. All excavated open holes must be adequately marked at all times by the Grantee and warning signs must be placed and maintained by Grantee a safe distance ahead in both directions.
 - f. All excavated holes shall be filled in and made level with the original grade by the Grantee prior to project activity completion.
 - g. Insofar as is practicable and when the Grantor requests other than during the initial construction or due to an emergency situation, the Grantee shall schedule any construction work in an area used for recreational purposes at times when the ground is frozen in order to prevent or reduce soil compaction. All work will be conducted to minimize soil disturbance. All rutting will be repaired and the Premises restored as promptly as possible by Grantee following its work. If soils are not frozen or stable to a point that avoids rutting, timber mats, mud tracks, or equivalent must be utilized to access installation, construction, maintenance, or replacement locations.
 - h. Any and all ground settling or trail surface damage caused by the exercise of the Grantee rights within a 2 year period from the date of installation or any maintenance is the sole responsibility of

10d

the Grantee and must be restored or repaired to pre-construction or better conditions using the same type and quality materials as approved by the Trail Manager. Upon failure to perform by the Grantee within 20 days of notification by the Trail Manager of needed repairs or restoration, repairs or restoration may be contracted by the Trail Manager and the Grantee shall be liable for all costs associated with such repairs and restoration.

- i. Grantee shall not park or store any vehicles or equipment on the trail at any time unless authorized in writing by the Trail Manager.
19. Conveyance of this Easement may be encumbered by federal or state railroad interest and subject to future restoration and reconstruction of the right-of-way for rail purposes consistent with Section 208 of the National Trails System Act Amendment of 1983, Publ. L. No. 98-11 (16 U.S.C. 1247(d)) or Wis. Stat. s. 85.09, including possible termination of this Easement, and subject to reservations, exceptions and leases, agreements and permits authorized by the former railroad company or the Grantor prior to the execution of this Agreement. Grantor shall provide written notice of the necessity for the reestablishment of railroad, which may result in the termination of this Easement upon the discretion of the railroad. Grantee shall: (1) not materially change the grade or topography of the Easement Area; (2) not construct and install or remove any permanent improvement which violates the American Railway Engineering and Maintenance-of-Way Association ("AREMA")'s or its successors' published practices and procedures or would make such reestablishment of railroad impracticable; and (3) not allow the installation of any facility, above or below grade that does not conform to AREMA's standards or clearances for railroad.
20. The Grantee assumes and agrees to protect, indemnify and save harmless the Grantor and the Grantor's agents, officers and employees, including the Trail Manager and the Trail Manager's agents, officers and employees from and against any and all claims, demands, suits, liability and expense by reason of loss or damage to any property or bodily injury including death, arising directly or indirectly:
 - a. Out of the clearing, installation, construction, operation, maintenance, replacement, existence, use and repair of the Facilities;
 - b. Out of any defect in the underground electrical line and underground gas line or failure thereof;
 - c. Out of any negligent or wrongful act or omission of the Grantee, its agents or employees while on or about the Easement Area or any of Grantor's adjoining Premises.
 - d. Out of the Grantee's exercise of any and all rights granted by this Agreement.
21. The Grantee may, at its sole discretion, self-insure up to \$5,000,000. A certificate to that effect shall be provided upon request.
22. All notices or other writings this Agreement requires to be given, or which may be given, to either party by the other shall be deemed to have been fully given when made in writing and delivered either by certified mail, return receipt requested or by commercial courier, prepaid and addressed as follows:
 - a. To the Grantor: : Department of Natural Resources Trail Coordinator, 2984 Shawano Ave. WI, 54313. Phone Number: (920)622-5138.
 - b. To the Trail Manager: Brown County Parks Department, PO Box 23600, Green Bay, WI 54305. Phone Number: (920) 448-6242.
 - c. To the Grantee: Manager of Real Estate Services, Wisconsin Public Service Corp., P.O. Box 19001, Green Bay, WI 54307. Phone Number: (800) 450-7260.
 - d. The address to which any notice, demand, or other writing may be given, made or sent to any party as above provided may be changed by written notice given by such party as above provided.

10d

23. The Grantor retains management, supervision and control over the Easement Area for the purpose of enforcing Chapter NR 45, Wis. Adm. Code governing the conduct of visitors to state lands and to provide for the protection of the natural resources, and pertinent state laws, when needed to protect the Easement Area or the general public.
24. The Grantor does not represent or warrant that title to the Easement Area is vested in the Grantor and is free and clear of all encumbrances.
25. Use of pesticides and herbicides shall only be allowed with the prior written permission of the Grantor which shall not be unreasonably withheld, delayed or denied. Any pesticides or herbicides used as part of a management plan must conform to the Forest Stewardship Council list found at <https://ic.fsc.org/en/our-impact/program-areas/forest-program/pesticides>. The Grantee shall report to the Grantor (i.e. property manager and the DNR Pesticide Use Team), at least annually, the chemicals that will and have been applied on the Premises and the Easement Area, including the date, product trade name, active ingredient(s) and corresponding CAS number(s), purpose, rate, location with a map, total area treated and total amount of chemicals.
26. This Agreement shall be binding on the Grantor and the Grantee and their respective successors and assigns.
27. This Agreement shall be construed and enforced in accordance with the internal laws of the State of Wisconsin.
28. This Agreement sets forth the entire understanding of the Grantor and the Grantee and may not be changed except by a written document executed and acknowledged by the Grantor and the Grantee and recorded in the Register of Deeds Office in the county where the Easement Area is located.
29. If any term or condition of this Agreement shall be deemed invalid or unenforceable, the remainder of this Agreement shall not be affected thereby, and each term and condition shall be valid and enforceable to the fullest extent permitted by law.
30. Enforcement of this Agreement may be by proceedings at law or in equity against any person or persons violating or attempting or threatening to violate any term or condition in this Agreement, either to restrain or prevent the violation or to obtain any other relief. If a suit is brought to enforce this Agreement, the prevailing party shall be entitled to recover its costs, including reasonable attorney fees, from the non-prevailing party to the extent authorized by law.

END OF CONDITIONS

10d

IN WITNESS WHEREOF the Grantee has agreed to and caused this easement to be executed on its behalf this _____ day _____, 2018.

Wisconsin Public Service Corporation

By _____ (SEAL)
Kim M. Michiels
Real Estate Agent

State of Wisconsin)
) ss.
Brown County)

Personally appeared before me this _____ day of _____ 2018, the above named Kim M. Michiels, Real Estate Agent, Wisconsin Public Service Corporation, to me known to be the person who executed the foregoing instrument and acknowledged the same in the capacity therein stated and for the purpose therein contained.

*
Notary Public, State of Wisconsin
My commission (expires) (is) _____

* Please print name.

17-1

IN WITNESS WHEREOF, the Grantor has caused this instrument to be executed on its behalf this _____ day of _____, 2018.

State of Wisconsin
Department of Natural Resources
For the Secretary

By _____ (SEAL)
Terry H. Bay
Facilities and Lands Bureau Director

State of Wisconsin)
) ss.
Dane County)

Personally came before me this _____ day of _____, 2018, the above named Terry H. Bay, Facilities and Lands Bureau Director, State of Wisconsin Department of Natural Resources, to me known to be the person who executed the foregoing instrument and acknowledged that he executed and delivered the same as for the act and deed of said Department of Natural Resources.

* Aubrey F. Johnson
Notary Public, State of Wisconsin
My Commission (expires)(is) _____

1 X

CONSENT TO EASEMENT

In Witness Whereof, BROWN COUNTY, c/o Troy Streckenbach, County Executive, Northern Building, 305 E. Walnut St., Room 120, Green Bay, WI 54301, being the holder of an easement interest, which is for the construction, operation and management of the Fox River State Trail by virtue of said Easement between the State of Wisconsin Department of Natural Resources and Brown County as Document No. 1769733 recorded on August 28, 2000 and recorded as Document 1863037 recorded on December 21, 2001 in Brown County Records against said Premises, does hereby acknowledge, join in and consent to this lease on this _____ day of _____, 2018.

Troy Streckenbach
Brown County Executive

State of Wisconsin)
) ss.
Brown County)

Personally appeared before me this _____ day of _____ 2018, the above named Troy Streckenbach, County Executive to me known to be the person who executed the foregoing instrument and acknowledged the same in the capacity therein stated and for the purpose therein contained.

*
Notary Public, State of Wisconsin
My commission (expires) (is) _____

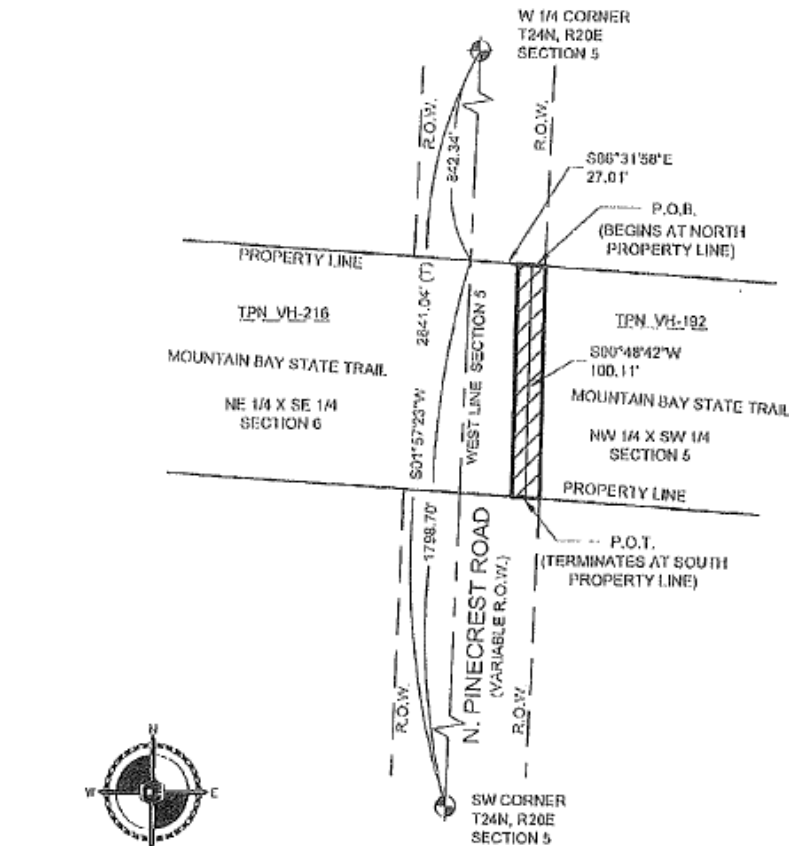
*Please print name.

This instrument drafted by:
State of Wisconsin
Department of Natural Resources

10d

EXHIBIT "A"

PART OF THE PARCEL DESCRIBED IN THE BROWN COUNTY REGISTER OF DEEDS, RECORDED AS DOCUMENT NUMBER 1401457, BEING PART OF NORTHWEST ONE-QUARTER OF THE SOUTHWEST ONE-QUARTER (NW 1/4 X SW 1/4) SECTION 5, T24N, R20E, VILLAGE OF HOWARD, BROWN COUNTY, WISCONSIN



LEGAL DESCRIPTION FOR CENTERLINE OF A 12-FOOT-WIDE UTILITY EASEMENT

Commencing at the West one-quarter (W 1/4) corner of Section 5, Town 24 North, Range 20 East, thence S01°57'23\"W along the West line of said Section 5, a distance of 842.34 feet to a point on the North property line of the parcel described in the Brown County Register of Deeds, recorded as Document Number 1401457; thence S86°31'58\"E along the North property line of said parcel, a distance of 27.01 feet to the POINT OF BEGINNING (P.O.B.).

Thence S00°48'42\"W a distance of 100.11 feet to a point on the South property line of said parcel and the POINT OF TERMINATION (P.O.T.).

BEARINGS ARE BASED ON BROWN COUNTY COORDINATE SYSTEM

Page 1 of 1



PREPARED FOR:

Wisconsin Public Service Corporation



700 East Main Street
P.O. Box 1000
Oshkosh, WI 54901-1000
Phone 414-233-7600 Fax 414-233-4000

DATE: 4/10/18

WPS PROJ: WR 2662247

CEC JOB #: 18193

SKETCH SCALE: 1\" = 60'

10d

**No. 10e -- RESOLUTION TO APPROVE LAND USE AGREEMENT REGARDING THE
FOX RIVER STATE TRAIL**

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, Brown County ("County") is the holder of a Trail Management Easement interest regarding the Fox River State Trail ("Trail"). Said easement interest affords the Brown County Parks Department ("Trail Manager") to construct, develop, maintain and operate the Trail; and

WHEREAS, in accordance with said Trail Management Easement, as well as other documents relating thereto, the County is required to consent to any additional easements/access permits/agreements granted by the Owner of the Trail, i.e., the Wisconsin Department of Natural Resources ("DNR"), provided that the Trail Manager, who has final authority over issues relating to the management of the Trail corridor, is notified and consulted with in advance; and

WHEREAS, upon due notification to and consultation with the Trail Manager, the DNR desires to enter into a Land Use Agreement, attached hereto and incorporated herein by reference, with Jeffrey P. Macco and Lisa A. Macco ("Permittee") as the Permittee desires to install one (1) 4-inch sleeve conduit for the purpose of providing private water and electrical service to a pier and boat lift on the property owned by Permittee; and

WHEREAS, pursuant to said Land Use Agreement the Permittee is required to submit a construction plan to the Trail Manager and may not begin work regarding said construction plan unless and until written approval from the Trail Manager is granted and received, and the Permittee is also required to obtain all necessary permits, approvals, and licenses prior to starting work, and to comply with all applicable federal, state, and local laws, rules and regulations.

NOW, THEREFORE, BE IT RESOLVED that the Brown County Board of Supervisors hereby consents to the attached Land Use Agreement between the Wisconsin Department of Natural Resources and Jeffrey and Lisa Macco, and hereby authorizes and directs the Brown County Executive to execute the Land Use Agreement on Page 8 of said agreement, indicating the County's acceptance of and consent to the terms and conditions of said agreement.

Respectfully submitted,

EDUCATION & RECREATION COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 09/21/2018

Authored by Parks Department

Final Draft Approved by Corporation Counsel

Fiscal Note: This resolution does not require an appropriation from the General Fund.

A motion was made by Supervisor Lefebvre and seconded by Supervisor Gruszynski **"to adopt."** Voice vote taken. Motion carried unanimously with no abstentions.

ATTACHMENTS TO RESOLUTION #10E
ON THE FOLLOWING PAGES



RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 08/14/2018
REQUEST TO: EDUCATION AND RECREATION COMMITTEE
MEETING DATE: 08/30/2018
REQUEST FROM: Matt Kriese
REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: RESOLUTION TO APPROVE LAND USE AGREEMENT REGARDING THE FOX RIVER STATE TRAIL

ISSUE/BACKGROUND INFORMATION:

The WI DNR is the owner of the Fox River Trail, and the County holds a Trail Management Easement. This resolution authorizes the County to approve a one 4-inch conduit sleeve under the trail for an adjacent landowner to install water and electric lines, within the Village of Allouez, to his property on the other side of the trail.

ACTION REQUESTED:

Request to Approve this Resolution

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☐ Yes ☒ No
 - a. If yes, what is the amount of the impact? \$ _____
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☐ Yes ☐ No
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

x COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

10c

Document Number	Document Title
-----------------	----------------

State of Wisconsin
Department of Natural Resources
Box 7921
Madison, WI 53707

LAND USE AGREEMENT

Wis. Stat. ss. 23.09(10) and 27.01(2)(g)
Form 2200-17

THIS ACCESS PERMIT is entered into by and between the State of Wisconsin Department of Natural Resources (hereinafter referred to as "Owner") and Jeffrey P. Macco and Lisa A. Macco, husband and wife, as survivorship marital property (hereinafter referred to as "Permittee").

RECITALS

WHEREAS, the Owner is the successor in title of the former railroad corridor of Wisconsin Central Ltd. known today as the "Fox River State Trail" (hereinafter referred to as the "Trail");

WHEREAS, the Owner has eased the trail management and operations to Brown County (hereinafter named "Trail Manager");

WHEREAS, the Permittee desires to install one (1) 4-inch sleeve under said trail for the purpose of irrigating lawn and providing electric service to a pier and boat lift on property owned by the Permittee;

WHEREAS, the Owner is willing to grant installation of said sleeve which shall be a single perpendicular crossing (hereinafter referred to as the 'Premises') under the 66-foot-wide Trail, which shall be no wider than 10 feet which shall burden and be located across land owned by the Owner, in Brown County, Wisconsin described as follows;

Township 23 North, Range 20 East, Village of Allouez, Brown County

Section 11: All that portion of the former 66-foot-wide railroad right-of-way, now discontinued, being 5 feet wide on each side of the main track centerline, as originally located upon, over and across the NW¼ of the SE¼ in the location as depicted on a map marked "Exhibit A", attached hereto, and made a part hereof;

WHEREAS, said 10-foot-wide Premises shall allow the Permittee to construct, install, repair, operate, maintain, and replace one (1) 4-inch sleeve benefiting lands owned by the Permittee, in Brown County, Wisconsin, described as follows:

Township 23 North, Range 20 East, Village of Allouez, Brown County

Section 11: That part of Private Claim 19, East side of Fox River located in the NW ¼ of the SE ¼ as depicted on a map marked "Exhibit A", attached hereto and made a part hereof;

WHEREAS, this Land Use Agreement shall be in effect for no more than a fifteen (15) year period, commencing the 1st day of January, 2018, and ending the 31st day of December, 2032, and may be extended for additional fifteen (15) year periods on the same terms and conditions upon the written request of the Permittee at least ninety (90) days

prior to the expiration of this Agreement and upon the approval of the Owner provided that the Permittee has complied with all of the terms and conditions of this Agreement;

NOW, THEREFORE, the Owner, for the sum of Five Hundred Dollars (\$500.00) and other good and valuable consideration, hereby grants to the Permittee a non-exclusive Land Use Agreement for the purpose of constructing, installing, operating, maintaining, and replacing one (1) 4-inch sleeve over lands owned by the Owner as shown on the attached "Exhibit A".

It is understood by the Owner and the Permittee that this non-exclusive Land Use Agreement is subject to the following conditions:

1. The Owner and Permittee hereto confirm and agree that the recitals set forth above are true and correct and incorporate the same herein for all purposes.
2. Brown County is the holder of a Trail Management Easement on the Premises for the development and management of the Trail by the Brown County Parks Department (hereinafter referred to as the "Trail Manager").
3. This Agreement is solely for a crossing under the trail surface for the purpose of irrigating landscape and providing electric service to the Permittee's dock. This Agreement may not be expanded for any other purpose without the written consent of the Owner.
5. Relating to the installation, construction, operation, maintenance and replacement related to said underground sleeve, work shall be completed as follows:
 - a. The underground electric and irrigation lines shall be installed by directional boring under the Trail.
 - b. The underground electrical and irrigation lines shall be installed with a vertical distance of at least 6 feet from the top of the finished Trail surface to the top of the conduit or a vertical distance of at least 5 feet 6 inches below the top surface of the ballast to the top of the conduit, and the conduit shall extend a minimum of 13 feet from the centerline of the Trail surface within the Premises.
 - c. The Permittee shall insure the conformance of the use of the agreement with the National Electric Safety code and American Railway engineering and Maintenance-of-Way Association (AREMA) published standards, practices, procedures, and clearances for railroads.
 - d. Other than as otherwise stated herein, the Trail should remain open for public use at all times.
 - e. The Permittee is responsible for maintaining a safe work zone for workers and trail users. All construction is to be completed during daylight hours. All excavated open holes must be adequately marked at all times and filled in upon completion of construction.
6. Any future improvements to the Premises shall only be done with prior written approval from the Owner. At such time of any future improvements, the Permittee shall submit for approval to the Trail Manager a plan describing any intended construction and maintenance on the above described property of the Owner. The Permittee may not alter the terrain, vegetation or elevation of the Trail corridor, except upon written approval of a construction plan by the Owner. No deviations from this plan will be allowed without the prior written approval of the Owner and shall be subject to and conditioned upon the approval of codes, ordinances, permits and zoning regulations of any units of government with jurisdiction in the described Township. The Trail Manager shall approve any maintenance activity of said crossing prior to the

commencement of such maintenance. The Trail Manager shall not deny any reasonable request to conduct maintenance activities in keeping with the intent of this Access Permit.

7. Use of pesticides and herbicides shall only be allowed with the prior written approval of the Grantor which shall not be unreasonably withheld, delayed or denied. Any pesticides or herbicides used as part of a management plan must conform to the Forest Stewardship Council list found at <https://ic.fsc.org/en/our-impact/program-areas/forest-program/pesticides>. Grantee shall report to the Grantor (i.e. property manager and DNR Pesticide Use team), at least annually, the chemicals that are applied on the Premises including the date, product trade name, active ingredient(s) and corresponding CAS number(s), purpose, rate, location with a map, total area treated, and total amount of chemical used.
8. The Permittee shall allow continued public use of the Trail across the Crossing. The Permittee shall not park or store any vehicles or equipment on the Trail right of way at any time.
9. The Permittee shall maintain the Premises in a safe condition at all times such that the Permittee shall cause no obstruction to free and uninhibited use of the Premises by the general public. The Permittee understands that the Trail is open for use to all members of the general public without regard to race, creed, marital status, color, sex, national origin, age, handicap, ancestry, sexual orientation, arrest record or conviction record.
10. The Permittee shall be solely responsible for the cost of maintaining the Premises as a means of providing water and electric service.
11. The Permittee shall be responsible for any property damage to the Premises that is caused by Permittee's use of the Premises. Permittee shall promptly repair and restore the damaged area in a timely, workmanlike manner consistent with the original condition of said Premises at the beginning of this Agreement. The Permittee agrees to reimburse the Owner for any property damage to Owner's subject property that may arise from the construction or maintenance of use of the Premises on Owner's described lands.
12. Permittee acknowledges that use of the Premises is non-exclusive. The Owner reserves the right to convey easements or permit other access on the above described property including utility easements in and to the above described property consistent with the rights granted hereunder.
13. Nothing in this Agreement shall be deemed to be a public dedication of any portion of the Premises to the general public for road purposes.
14. The Permittee's interest in the Premises shall automatically terminate, revert to and revest in the Owner without reentry upon, the abandonment of the use, or upon non-use of the same for a period of 2 years.
15. The Permittee agrees not to violate any condition stated herein, or to willfully or maliciously do injury to the Premises. In the event of a violation, the Owner will give written notice to the Permittee of the violation and the Permittee will have 30 days to rectify the violation. In the event the violation has not been rectified to the satisfaction of the Owner within said 30 days, the Owner shall have the right to declare this Land Use Agreement null and void, and shall have the right to take full control of the Trail, without hindrance or delay, and may use its legal remedies for recovery from the Permittee of all damages sustained by acts of the Permittee.
16. The Owner may terminate this Agreement by thirty (30) day written notice to the Permittee, if the Owner determines that further use of the above described property by the Permittee will interfere with present or future management objectives of the Owner, or if the Permittee breaches any terms or conditions contained

in this Agreement. The Owner reserves the right to temporarily close the Premises in times when the Owner deems conditions are too poor to allow access.

17. Conveyance of this agreement may be encumbered by federal or state railroad interest and subject to future restoration and reconstruction of the right-of-way for rail purposes consistent with Section 208 of the National Trails System Act Amendment of 1983, Publ. L. No. 98-11 (16 U.S.C. 1247(d)) or Wis. Stat. s. 85.09, including possible termination of this agreement, and subject to reservations, exceptions and leases, agreements and permits authorized by the former railroad company or the Owner prior to the execution of this agreement. Owner shall provide written notice of the necessity for the reestablishment of railroad, which may result in the termination of this agreement upon the discretion of the railroad. Permittee shall: (1) not materially change the grade or topography of the Agreement Area; (2) not construct and install or remove any permanent improvement which violates American Railway Engineering and Maintenance-of-Way Association ("AREMA"), or its successors, published practices and procedures or would make such reestablishment of railroad impracticable; and (3) not allow the installation of any facility, above or below grade that does not conform to AREMA's standards or clearances for railroad.
18. The Owner retains management, supervision and control over the Premises for the purpose of enforcing chapter NR 45, Wis. Adm. Code and pertinent state laws, when needed to protect the Premises or the general public.
19. The Permittee agrees to protect, indemnify, and save harmless the Owner, Trail Manager, their respective agents and employees, from and against any and all claims, demands, suits, liability, costs and expense, by reason of loss or damage to any property (state or other) or bodily injury to or death of any person whatsoever, that may arise directly or indirectly (a) from the Permittee's construction, installation, maintenance, operation, repair or use of the Premises; (b) out of any act of omission of the Permittee, its agents or employees while on or about the Premises; (c) out of the Permittee's exercise of any and all rights granted by this Agreement; and (d) out of any defect or insufficiency of title or authority to convey this Agreement. The Permittee shall defend the Owner and Trail Manager in any such action or claim upon request of the Owner and Trail Manager.
20. All notices or other writings required by this Permit shall be deemed to have been fully given when made in writing and either by certified mail, return receipt requested or deposited in the United States mail, prepaid and addressed as follows:
 - a. To the Owner: Department of Natural Resources Recreation Liaison, 2984 Shawano Avenue, Green Bay, WI 54313.
 - b. To the Trail Manager: Brown County Parks, PO Box 23600, Green Bay, WI 54305.
 - c. To the Permittee: Jeffrey P. Macco and Lisa A. Macco, 2568 Riverside Drive, Green Bay, WI 54301.
 - d. The address to which any notice, demand, or other writing may be given, made or sent to any party as above provided may be changed by written notice given by such party as above provided.
21. The term "Permittee" shall also be construed and apply to any of Permittee's family, guests, tenants, licensees, members, invitees or agents.
22. The terms Owner and Permittee when used herein shall mean either singular or plural, masculine or feminine, as the case may be, and the provisions of the Agreement shall bind the parties mutually.
23. This Agreement sets forth the entire understanding of the Owner and the Permittee and may not be modified or amended except by a written document executed and acknowledged by all parties to this

Agreement and duly recorded in the office of the Register of Deeds of Brown County, Wisconsin.

24. If any term or condition of this Agreement shall be deemed invalid or unenforceable, the remainder of this Agreement, or the application of the term or condition to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby, and each term and condition shall be valid and enforceable to the fullest extent permitted by law.
25. It is intended that this Agreement shall be construed as being an adequate and legally enforceable agreement. Enforcement of this Agreement may be by proceedings at law or in equity against any person or persons violating or attempting or threatening to violate any term or condition in this Agreement, either to restrain or prevent the violation or to obtain any other relief. If a suit is brought to enforce this Agreement, the prevailing party shall be entitled to recover its costs, including reasonable attorney fees, from the nonprevailing party.
26. This Agreement shall be construed and enforced in accordance with the laws of the State of Wisconsin.

END OF CONDITIONS

IN WITNESS WHEREOF, the Owner grants this Access Permit and has caused this instrument to be executed on its behalf this _____ day _____, 2018.

State of Wisconsin
Department of Natural Resources
For the Secretary

By _____ (SEAL)
Terry H. Bay
Facilities and Lands Bureau Director

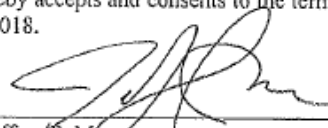
State of Wisconsin)
) ss.
County of Dane)

Personally came before me this ____ day of _____, 2018, the above named Terry H. Bay, Facilities and Lands Bureau Director, State of Wisconsin Department of Natural Resources, to me known to be the person who executed the foregoing instrument and acknowledged that he executed and delivered the same as for the act and deed of said Department of Natural Resources.

*
Notary Public, State of Wisconsin
My Commission (expires)(is) _____

De

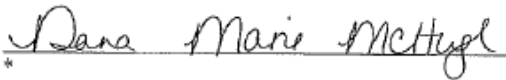
IN WITNESS WHEREOF, the Permittee hereby accepts and consents to the terms and conditions of this Access Permit this 13 day July, 2018.

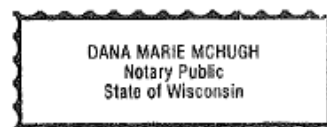

Jeffrey P. Macco (SEAL)


Lisa A. Macco (SEAL)

State of Wisconsin)
Brown County) ss.

Personally came before me this 13th day of July, 2018, the above named Jeffrey P. Macco and Lisa A. Macco to me known to be the persons who executed the foregoing instrument and acknowledged that they executed and delivered the same.


*
Notary Public, State of Wisconsin
My Commission (expires)(is) 9-13-2020



CONSENT TO ACCESS PERMIT

IN WITNESS WHEREOF, c/o Troy Streckenbach, County Executive, Northern Building, 305 E. Walnut St., Room 120, Green Bay, WI 54301, being the holder of an easement interest which is for the construction, operation and management of the Fox River State Trail by virtue of said Easement between the State of Wisconsin Department of Natural Resources and Brown County as recorded on August 28, 2000 as Document No. 1769733 and as recorded on December 21, 2001 as Document No. 1863067 and as recorded on March 4, 2004 as Document No. 2100224 all in Brown County Records against said Premises, does hereby acknowledge, join in and consent to this Trail Access Permit, subject to the same terms and conditions as set forth herein, in the name of LLP Agricultural LLC., on this _____ day of _____, 2018.

BROWN COUNTY

_____(SEAL)
Troy Streckenbach
Brown County Executive

STATE OF WISCONSIN)
) ss.
BROWN COUNTY)

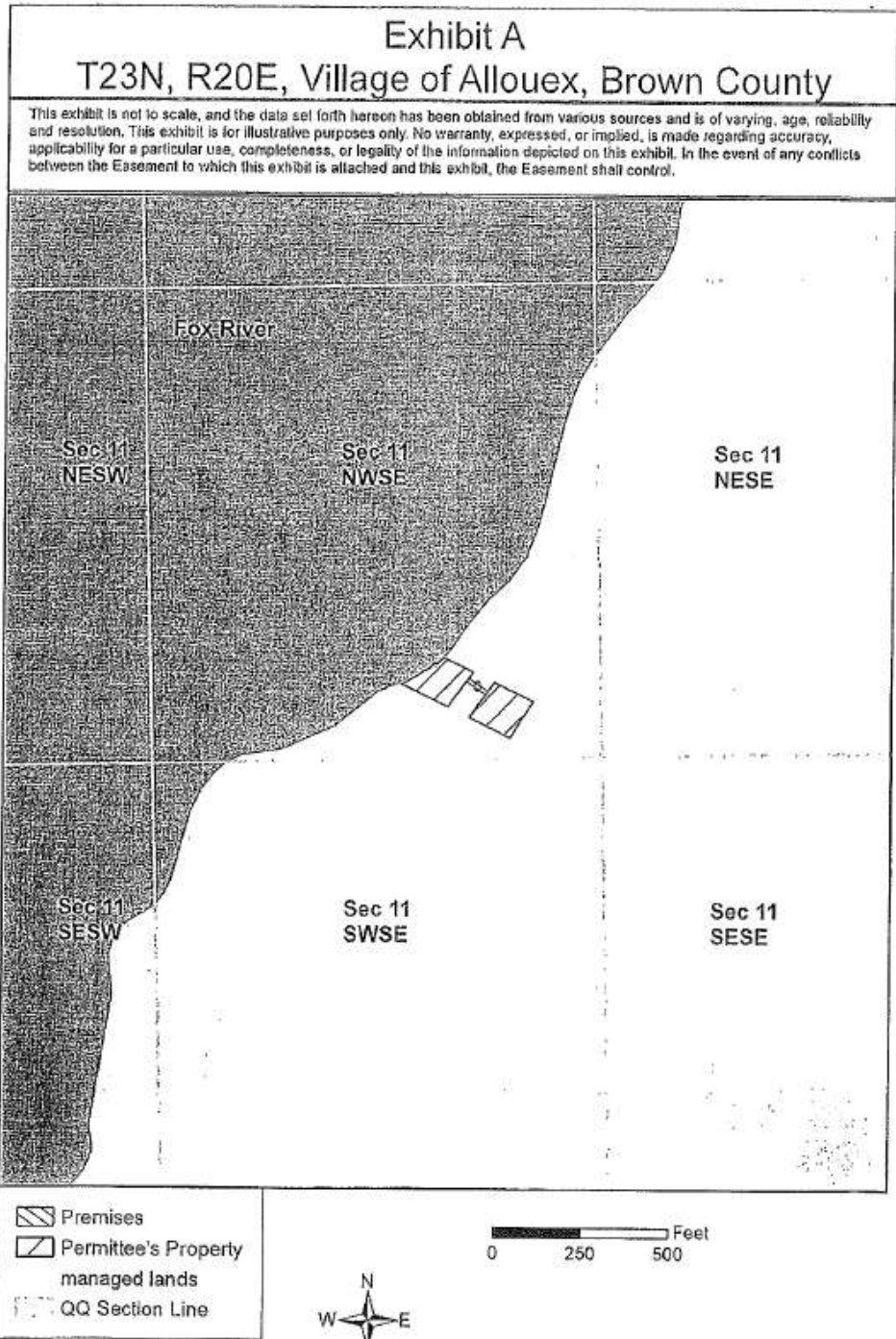
Personally appeared before me this _____ day of _____, 2018, the above named Troy Streckenbach, County Executive to me known to be the person who executed the foregoing instrument and acknowledged the same in the capacity therein stated and for the purpose therein contained.

*
Notary Public, State of Wisconsin
My commission (expires) (is) _____

This instrument drafted by:
Attorney Diane Milligan
State of Wisconsin
Department of Natural Resources

§

10c



10e

Executive Committee

No. 10f -- RESOLUTION APPROVING CHANGES TO THE HUMAN RESOURCES AND ADMINISTRATION DEPARTMENT TABLES OF ORGANIZATION

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, a communication from Supervisor Richard Schadewald regarding reorganizing the Department of Administration and Human Resources Department Tables of Organization was received at the September 5, 2018 meeting of the Brown County Administration Committee; and

WHEREAS, the Administration Committee directed Human Resources to draft a Resolution incorporating the changes contemplated in Supervisor Schadewald's Communication; and

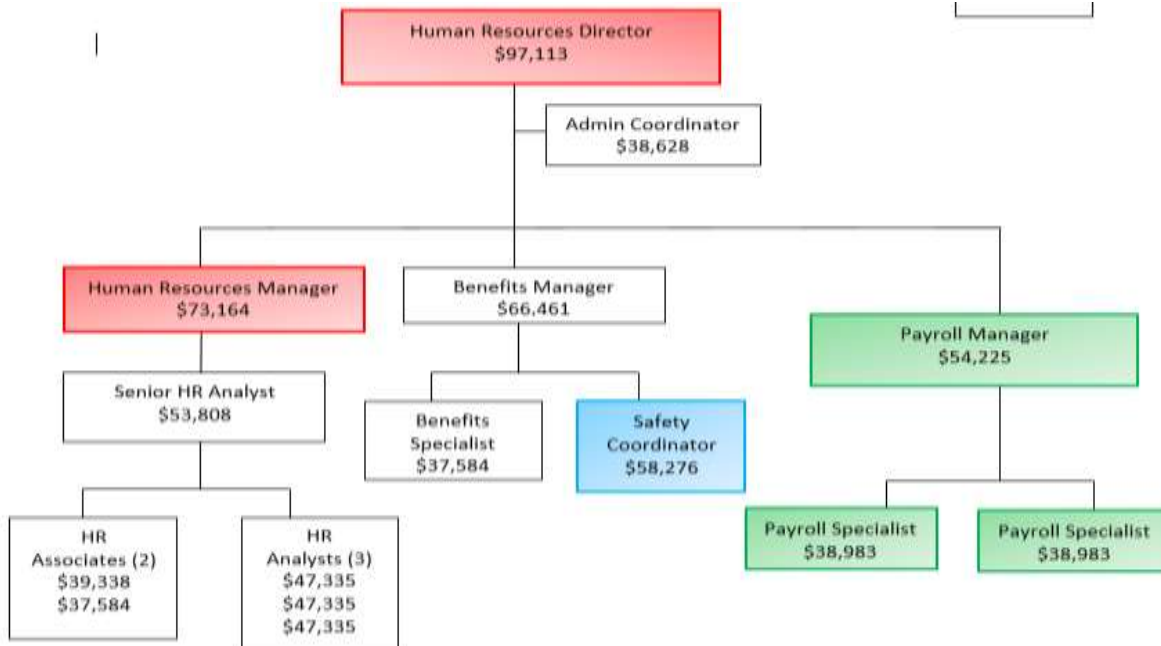
WHEREAS, the Department of Administration and the Human Resources Department (the "Departments") have reviewed the proposed changes to each Department's respective Table of Organization; and

WHEREAS, the Departments have evaluated the workload to support the new changes and have identified positions to be changed and/or eliminated from the Departments' Tables of Organization; and

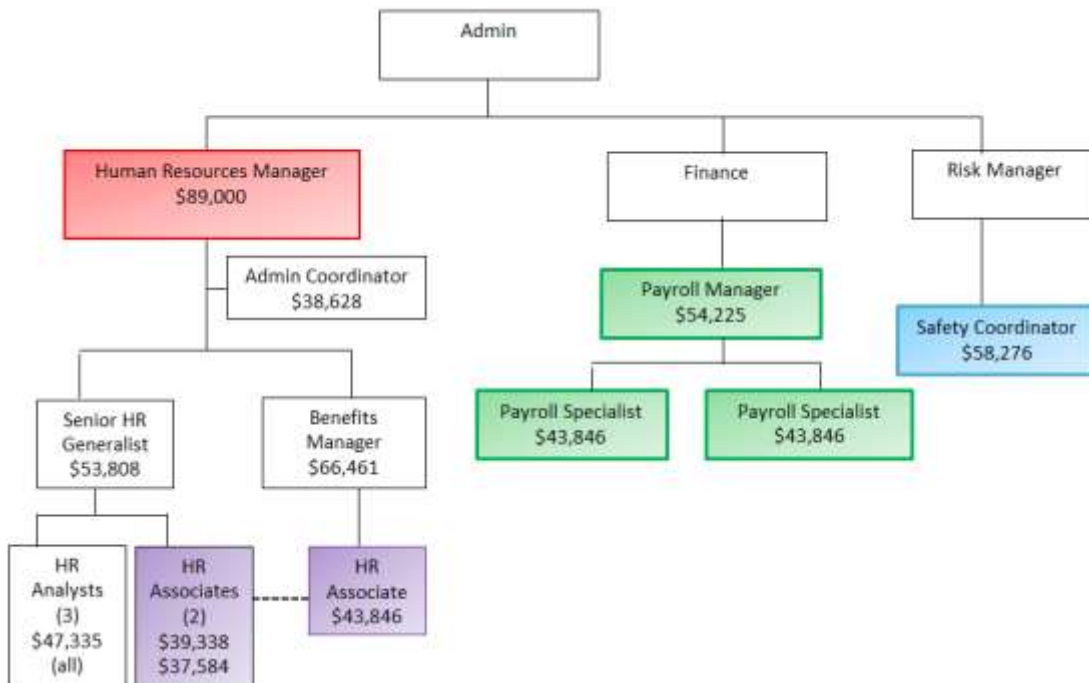
WHEREAS, it is desirable to eliminate the Human Resources Department through the deletion of fifteen (15.00) FTEs; and

WHEREAS, it is desirable that fourteen (14.00) FTEs, handling the same or substantially similar human resource functions, be added to the Department of Administration's Table of Organization.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the Human Resources Department will be eliminated through the deletion of fifteen (15.00) FTEs, as described in the below Budget Impact section of this Resolution. Prior to eliminating the fifteen (15.00) FTEs, the Human Resources Department Table of Organization was as follows:



BE IT FURTHER RESOLVED, that the Department of Administration shall add fourteen (14.00) FTEs to its Table of Organization, shown, in relevant part, as follows, and as described in the below Budget Impact section of this Resolution:



BUDGET IMPACT—HUMAN RESOURCES/ADMINISTRATION

ANNUALIZED Budget Impact

<i>Annualized Budget Impact</i>	FTE	Addition/ Deletion	Salary	Fringe	Total
Human Resources Director	1.0	Deletion	(\$97,113)	(\$31,188)	(\$128,301)

\$46.51/hr Position # 101.010.064 Hours: 2080					
Human Resources Administrative Coordinator \$18.50/hr Position # 106.100.064 Hours: 2080	1.0	Deletion	(\$38,628)	(\$6,015)	(\$44,643)
Human Resources Manager \$35.04/hr Position # 104.010.064 Hours: 2080	1.0	Deletion	(\$73,164)	(\$12,496)	(\$85,660)
Benefits Manager \$31.83/hr Position # 103.010.064 Hours: 2080	1.0	Deletion	(\$66,461)	(\$17,179)	(\$83,640)
Payroll Manager \$25.97/hr Position # 102.010.064 Hours: 2080	1.0	Deletion	(\$54,225)	(\$26,087)	(\$80,312)
Senior HR Analyst \$25.77/hr Position # 105.010.064 Hours: 2080	1.0	Deletion	(\$53,808)	(\$25,725)	(\$79,533)
Human Resources Analyst \$22.67/hr Position #112.100.064 \$22.67/hr Position #102.100.064 \$25.29/hr Position #103.100.064 Hours: 2080 (each)	3.0	Deletion	(\$147,476)	(\$40,542)	(\$188,018)
Human Resources Associate \$18.84/hr Position # 108.100.064 \$18.00/hr Position # 107.100.064 Hours: 2080 (each)	2.0	Deletion	(\$75,398)	(\$30,882)	(\$106,280)
Benefits Specialist \$21.08/hr Position # 103.010.064 Hours: 2080	1.0	Deletion	(\$43,846)	(\$5,832)	(\$49,678)
Safety Coordinator \$27.91/hr Position # 111.100.064 Hours: 2080	1.0	Deletion	(\$58,276)	(\$15,693)	(\$73,969)
Payroll Specialist \$18.67/hr Position # 110.100.064 \$18.67/hr Position # 109.100.064 Hours: 2080 (each)	2.0	Deletion	(\$77,966)	(\$26,195)	(\$104,161)

Human Resources Administrative Coordinator \$18.50/hr Position # 106.100.064 Hours: 2088	1.0	Addition	\$38,628	\$6,015	\$44,643
Human Resources Manager \$42.79/hr Position # 104.010.064 Hours: 2088	1.0	Addition	\$89,346	\$23,478	\$112,824
Benefits Manager \$31.83/hr Position # 103.010.064 Hours: 2088	1.0	Addition	\$66,461	\$17,179)	\$83,640
Payroll Manager \$25.97/hr Position # 102.010.064 Hours: 2088	1.0	Addition	\$54,225	\$26,087	\$80,312
Senior HR Generalist \$26.21/hr Position # 105.010.064 Hours: 2088	1.0	Addition	\$53,808	\$25,725	\$79,533
Human Resources Generalist \$22.67/hr Position #112.100.064 \$22.67/hr Position #102.100.064 \$22.67/hr Position #103.100.064 Hours: 2088 (each)	3.0	Addition	\$142,005	\$55,957	\$197,962
Human Resources Associate \$18.84/hr Position # 108.100.064 \$18.00/hr Position # 107.100.064 Human Resources Associate (Benefits) \$21.08/hr Position # 103.010.064 Hours: 2088 (each)	3.0	Addition	\$120,937	\$46,151	\$167,088
Safety Coordinator \$27.91/hr Position # 111.100.064 Hours: 2088	1.0	Addition	\$58,276	\$15,630	\$73,906

Payroll Specialist					
\$21.08/hr Position # 110.100.064 \$21.08/hr Position # 109.100.064					
Hours: 2088 (each)	2.0	Addition	\$77,966	\$26,376	\$104,342
Annualized Budget Impact					(\$79,945)

PARTIAL BUDGET IMPACT

Partial Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Human Resources Director					
\$46.51/hr Position # 101.010.064 Hours: 2080	1.0	Deletion	(\$16,186)	(\$5,198)	(\$21,384)
Human Resources Administrative Coordinator					
\$18.50/hr Position # 106.100.064 Hours: 2080	1.0	Deletion	(\$6,438)	(\$1,003)	(\$7,441)
Human Resources Manager					
\$35.04/hr Position # 104.010.064 Hours: 2080	1.0	Deletion	(\$12,194)	(\$2,083)	(\$14,277)
Benefits Manager					
\$31.83/hr Position # 103.010.064 Hours: 2080	1.0	Deletion	(\$11,077)	(\$2,863)	(\$13,940)
Payroll Manager					
\$25.97/hr Position # 102.010.064 Hours: 2080	1.0	Deletion	(\$9,038)	(\$4,348)	(\$13,386)
Senior HR Analyst					
\$25.77/hr Position # 105.010.064 Hours: 2080	1.0	Deletion	(\$8,968)	(\$4,288)	(\$13,256)
Human Resources Analyst					
\$22.67/hr Position #112.100.064 \$22.67/hr Position #102.100.064 \$25.29/hr Position #103.100.064 Hours: 2080 (each)	3.0	Deletion	(\$24,579)	(\$6,757)	(\$31,336)
Human Resources Associate					
\$18.84/hr Position # 108.100.064 \$18.00/hr Position # 107.100.064 Hours: 2080 (each)	2.0	Deletion	(\$12,566)	(\$5,147)	(\$17,713)

Benefits Specialist \$21.08/hr Position # 103.010.064 Hours: 2080	1.0	Deletion	(\$7,308)	(\$972)	(\$8,280)
Safety Coordinator \$27.91/hr Position # 111.100.064 Hours: 2080	1.0	Deletion	(\$9,713)	(\$2,616)	(\$12,329)
Payroll Specialist \$18.67/hr Position # 110.100.064 \$18.67/hr Position # 109.100.064 Hours: 2080 (each)	2.0	Deletion	(\$12,994)	(\$4,366)	(\$17,360)
Human Resources Administrative Coordinator \$18.50/hr Position # 106.100.064 Hours: 2080	1.0	Addition	\$6,438	\$1,003	\$7,441
Human Resources Manager \$42.79/hr Position # 104.010.064 Hours: 2080	1.0	Addition	\$14,834	\$2,561	\$17,395
Benefits Manager \$31.83/hr Position # 103.010.064 Hours: 2080	1.0	Addition	\$11,077	\$2,863	\$13,940
Payroll Manager \$25.97/hr Position # 102.010.064 Hours: 2080	1.0	Addition	\$9,038	\$4,348	\$13,386
Senior HR Generalist \$25.77/hr Position # 105.010.064 Hours: 2080	1.0	Addition	\$8,968	\$4,288	\$13,256
Human Resources Generalist \$22.67/hr Position #112.100.064 \$22.67/hr Position #102.100.064 \$22.67/hr Position #103.100.064 Hours: 2080 (each)	3.0	Addition	\$23,577	\$3,764	\$27,341
Human Resources Associate \$18.84/hr Position # 108.100.064 \$18.00/hr Position # 107.100.064 Human Resources Associate (Benefits) \$21.08/hr Position # 103.010.064	3.0	Addition	\$19,874	\$6,119	\$25,993

Hours: 2088 (each)					
Safety Coordinator					
\$27.91/hr Position # 111.100.064 Hours: 2080	1.0	Addition	\$9,713	\$2,616	\$12,329
Payroll Specialist					
\$18.67/hr Position # 110.100.064 \$18.67/hr Position # 109.100.064 Hours: 2080 (each)	2.0	Addition	\$12,994	\$4,366	\$17,360
Partial Year Budget Impact					(\$22,261)

Fiscal Impact: This resolution does not require an appropriation from the general fund, will result in a savings of \$22,261 in 2018, and is projected to result in total yearly savings of \$79,945 in 2019, which will be included in general governmental wage increases in 2018-2019.

Respectfully submitted,
ADMINISTRATION COMMITTEE &
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 09/21/2018

Authored by Human Resources

Approved by Corporation Counsel's Office

A motion was made by Supervisor De Wane and seconded by Supervisor Ballard **"to adopt."**
Voice vote taken. Motion carried unanimously with no abstentions.

ATTACHMENTS TO RESOLUTION #10F
ON THE FOLLOWING PAGES



REQUEST FOR TABLE OF ORGANIZATION CHANGE RESOLUTION

HUMAN RESOURCES DEPARTMENT

Deadlines for resolution submission:

Human Resources Deadlines: Four (4) weeks prior to the parent committee meeting	Request for Resolution Form and current Position Description are due to the department's Human Resources Analyst for review and recommendation.
Three (3) weeks prior to the parent committee meeting	Request for Resolution Form is reviewed and signed by the Human Resources Director, Director of Administration and County Executive. Resolution and Submission Form are drafted by HR and reviewed by the department head.
Administration Deadline: On Tuesday, two (2) weeks prior to the parent committee meeting (Per Administrative Policy A-13)	Resolution, Submission Form and Position Description are due to the Director of Administration for review and fiscal note and then are sent to Corporation Counsel for review.
County Board Deadline: On Tuesday, one (1) week prior to the parent committee meeting by 4:00 p.m. (Per County Code Chapter 2.13(4)(b))	Corporation Counsel sends the Resolution, Submission Form and Position Description to the County Board office for the committee agenda.

DATE: 9-6-18
REQUEST TO: Admin Committee, Executive Committee, County Board
MEETING DATE: Sept/October 2018
REQUEST FROM: Richard Schadewald, County Board Supervisor
 County Board Supervisor
EFFECTIVE DATE: TBD

Please select what describes the change(s) you are requesting to your table of organization:

Requesting to Delete Position(s)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Requesting to Create New Position(s)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Requesting to Reclassify Current Position(s)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is this change for the budget process?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

ISSUE/BACKGROUND INFORMATION:

Change requested by Supervisor Schadewald and approved by Admin Committee.

ACTION REQUESTED:

Approve a re-organization where the current Human Resources Department moves over under Administration.

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Current Position Information:

Job Title:	Human Resources Director
Position #:	101.010.064
Worksite:	Northern Bldg
Managing Position #:	
Does this position manage other positions?	Yes
Hourly Rate:	\$46.51
Annual Hours:	2080
FTE:	1.0
Pay Grade:	4
Exempt/Non-Exempt:	Exempt
GL Account #:	100.064.001

Proposed Position Information:

Job Title:	N/A
Position #:	
Worksite:	
Managing Position #:	
Does this position manage other positions?	
Hourly Rate:	
Annual Hours:	
FTE:	
Pay Grade:	
Exempt/Non-Exempt:	
GL Account #:	

Job Title:	Human Resources Administrative Coordinator
Position #:	106.100.064
Worksite:	Northern Bldg
Managing Position #:	101.010.064
Does this position manage other positions?	No
Hourly Rate:	\$18.50
Annual Hours:	2080
FTE:	1.0
Pay Grade:	17
Exempt/Non-Exempt:	Non-Exempt
GL Account #:	100.064.001

Job Title:	Human Resources Administrative Coordinator
Position #:	106.100.064
Worksite:	Northern Bldg
Managing Position #:	104.010.064
Does this position manage other positions?	No
Hourly Rate:	\$18.50
Annual Hours:	2080
FTE:	1.0
Pay Grade:	17
Exempt/Non-Exempt:	Non-Exempt
GL Account #:	100.064.001

Job Title:	Human Resources Manager
Position #:	104.010.064
Worksite:	Northern Bldg
Managing Position #:	106.100.064
Does this position manage other positions?	Yes
Hourly Rate:	\$35.04
Annual Hours:	2080
FTE:	1.0
Pay Grade:	7
Exempt/Non-Exempt:	Exempt
GL Account #:	100.064.001

Job Title:	Human Resources Manager
Position #:	104.010.064
Worksite:	Northern Bldg
Managing Position #:	102.010.032
Does this position manage other positions?	Yes
Hourly Rate:	\$42.79
Annual Hours:	2080
FTE:	1.0
Pay Grade:	4
Exempt/Non-Exempt:	Exempt
GL Account #:	100.064.001

Job Title:	Benefits Manager
Position #:	103.010.064
Worksite:	Northern Bldg
Managing Position #:	104.010.064
Does this position manage other positions?	Yes
Hourly Rate:	\$31.83
Annual Hours:	2080
FTE:	1.0
Pay Grade:	6
Exempt/Non-Exempt:	Exempt
GL Account #:	100.064.001

Job Title:	Benefits Manager
Position #:	103.010.064
Worksite:	Northern Bldg
Managing Position #:	104.010.064
Does this position manage other positions?	Yes
Hourly Rate:	\$31.83
Annual Hours:	2080
FTE:	1.0
Pay Grade:	6
Exempt/Non-Exempt:	Exempt
GL Account #:	100.064.001

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Job Title:	Payroll Manager
Position #:	102.010.064
Worksite:	Northern Bldg
Managing Position #:	101.010.064
Does this position manage other positions?	Yes
Hourly Rate:	\$25.97
Annual Hours:	2080
FTE:	1.0
Pay Grade:	12
Exempt/Non-Exempt:	Exempt
GL Account #:	100.064.001

Job Title:	Payroll Manager
Position #:	102.010.064
Worksite:	Northern Bldg
Managing Position #:	101.010.032
Does this position manage other positions?	Yes
Hourly Rate:	\$25.97
Annual Hours:	2080
FTE:	1.0
Pay Grade:	12
Exempt/Non-Exempt:	Exempt
GL Account #:	100.064.001

Job Title:	Senior HR Analyst
Position #:	105.100.064
Worksite:	Northern Bldg
Managing Position #:	104.010.064
Does this position manage other positions?	Yes
Hourly Rate:	\$25.77
Annual Hours:	2080
FTE:	1.0
Pay Grade:	11
Exempt/Non-Exempt:	Exempt
GL Account #:	100.064.001

Job Title:	Senior HR Generalist
Position #:	105.100.064
Worksite:	Northern Bldg
Managing Position #:	104.010.064
Does this position manage other positions?	Yes
Hourly Rate:	\$25.77
Annual Hours:	2080
FTE:	1.0
Pay Grade:	11
Exempt/Non-Exempt:	Exempt
GL Account #:	100.064.001

Job Title:	Human Resources Analyst
Position #:	112.100.064 102.100.064 103.100.064
Worksite:	Northern Bldg
Managing Position #:	105.100.064
Does this position manage other positions?	No
Hourly Rate:	\$22.67 \$22.67 \$25.29
Annual Hours:	2080
FTE:	3.0
Pay Grade:	13
Exempt/Non-Exempt:	Exempt
GL Account #:	100.064.001

Job Title:	Human Resources Generalist
Position #:	112.100.064 102.100.064 103.100.064
Worksite:	Northern Bldg
Managing Position #:	105.100.064
Does this position manage other positions?	No
Hourly Rate:	\$22.67 \$22.67 \$22.67
Annual Hours:	2080
FTE:	3.0
Pay Grade:	13
Exempt/Non-Exempt:	Exempt
GL Account #:	100.064.001

Job Title:	Human Resources Associate
Position #:	107.100.064 108.100.064
Worksite:	Northern Bldg
Managing Position #:	105.100.064
Does this position manage other positions?	No
Hourly Rate:	\$18.84 \$18.00
Annual Hours:	2080
FTE:	2.0
Pay Grade:	17

Job Title:	Human Resources Associate
Position #:	107.100.064 108.100.064
Worksite:	Northern Bldg
Managing Position #:	105.100.064
Does this position manage other positions?	No
Hourly Rate:	\$18.84 \$18.00
Annual Hours:	2080
FTE:	2.0
Pay Grade:	17

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Exempt/Non-Exempt:	Non-Exempt
GL Account #:	100.064.001

Exempt/Non-Exempt:	Non-Exempt
GL Account #:	100.064.001

Job Title:	Benefits Specialist
Position #:	104.100.064
Worksite:	Northern Bldg
Managing Position #:	103.010.064
Does this position manage other positions?	No
Hourly Rate:	\$21.08
Annual Hours:	2080
FTE:	1.0
Pay Grade:	14
Exempt/Non-Exempt:	Exempt
GL Account #:	100.064.001

Job Title:	Human Resources Associate (Benefits)
Position #:	104.100.064
Worksite:	Northern Bldg
Managing Position #:	103.010.064
Does this position manage other positions?	No
Hourly Rate:	\$21.08
Annual Hours:	2080
FTE:	1.0
Pay Grade:	17
Exempt/Non-Exempt:	TBD
GL Account #:	100.064.001

Job Title:	Safety Coordinator
Position #:	111.100.064
Worksite:	Northern Bldg
Managing Position #:	103.010.064
Does this position manage other positions?	No
Hourly Rate:	\$27.91
Annual Hours:	2080
FTE:	1.0
Pay Grade:	13
Exempt/Non-Exempt:	Exempt
GL Account #:	100.064.001

Job Title:	Safety Coordinator
Position #:	111.100.064
Worksite:	Northern Bldg
Managing Position #:	105.010.032
Does this position manage other positions?	No
Hourly Rate:	\$27.91
Annual Hours:	2080
FTE:	1.0
Pay Grade:	13
Exempt/Non-Exempt:	Exempt
GL Account #:	100.064.001

Job Title:	Payroll Specialist
Position #:	110.100.064 109.100.064
Worksite:	Northern Bldg
Managing Position #:	102.010.064
Does this position manage other positions?	No
Hourly Rate:	\$18.67 \$18.67
Annual Hours:	2080
FTE:	2.0
Pay Grade:	14
Exempt/Non-Exempt:	Non-Exempt
GL Account #:	100.064.001

Job Title:	Payroll Specialist
Position #:	110.100.064 109.100.064
Worksite:	Northern Bldg
Managing Position #:	102.010.064
Does this position manage other positions?	No
Hourly Rate:	\$18.67 \$18.67
Annual Hours:	2080
FTE:	2.0
Pay Grade:	14
Exempt/Non-Exempt:	Non-Exempt
GL Account #:	100.064.001

Is this position grant funded? ☐ Yes ☒ No (If yes, attach a copy of the grant.)
Are benefits covered by the grant? ☐ Yes ☐ No

Are the duties of this position mandated? ☐ Yes ☐ No

1. What caused the increase in duties to justify adding this position?

We are not adding a position. We are doing a re-organization, moving positions under Administration.

2. Are duties currently being done? Explain why current staff is unable to absorb the duties.

N/A

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3. List alternative methods for accomplishing this work or methods for doing this work without existing or additional staff.

N/A

4. What service(s) would be reduced or eliminated if position is not created?

N/A

5. Please list the qualifications or combined education and experience for an individual filling this position.

N/A

6. MUST INCLUDE CURRENT JOB DESCRIPTION WITH THIS REQUEST

FISCAL IMPACT:

NOTE: The fiscal impact portion is initially completed by the requestor, but verified by HR and Administration and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
- a. If yes, what is the estimated amount of the impact? (\$79,945)
- b. If part of a bigger project, what is the total amount of the project? \$ _____
- c. Is it currently budgeted? ☐ Yes ☐ No
1. If yes, in which account #? _____
2. If no, how will the impact be funded? _____

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Human Resources Director					
\$46.51/hr Position # 101.010.064					
Hours: 2080	1.0	Deletion	(\$97,113)	(\$31,188)	(\$128,301)
Human Resources Administrative Coordinator					
\$18.50/hr Position # 106.100.064					
Hours: 2080	1.0	Deletion	(\$38,628)	(\$6,015)	(\$44,643)
Human Resources Manager					
\$35.04/hr Position # 104.010.064					
Hours: 2080	1.0	Deletion	(\$73,164)	(\$12,496)	(\$85,660)
Benefits Manager					
\$31.83/hr Position # 103.010.064					
Hours: 2080	1.0	Deletion	(\$66,461)	(\$17,179)	(\$83,640)
Payroll Manager					
\$25.97/hr Position # 102.010.064					
Hours: 2080	1.0	Deletion	(\$54,225)	(\$26,087)	(\$80,312)

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Senior HR Analyst \$25.77/hr Position # 105.010.064 Hours: 2080	1.0	Deletion	(\$53,808)	(\$25,725)	(\$79,533)
Human Resources Analyst \$22.67/hr Position #112.100.064 \$22.67/hr Position #102.100.064 \$25.29/hr Position #103.100.064 Hours: 2080 (each)	3.0	Deletion	(\$147,476)	(\$40,542)	(\$188,018)
Human Resources Associate \$18.84/hr Position # 108.100.064 \$18.00/hr Position # 107.100.064 Hours: 2080 (each)	2.0	Deletion	(\$75,398)	(\$30,882)	(\$106,280)
Benefits Specialist \$21.08/hr Position # 103.010.064 Hours: 2080	1.0	Deletion	(\$43,846)	(\$5,832)	(\$49,678)
Safety Coordinator \$27.91/hr Position # 111.100.064 Hours: 2080	1.0	Deletion	(\$58,276)	(\$15,693)	(\$73,969)
Payroll Specialist \$18.67/hr Position # 110.100.064 \$18.67/hr Position # 109.100.064 Hours: 2080 (each)	2.0	Deletion	(\$77,966)	(\$26,195)	(\$104,161)
Human Resources Administrative Coordinator \$18.50/hr Position # 106.100.064 Hours: 2080	1.0	Addition	\$38,628	\$6,015	\$44,643
Human Resources Manager \$42.79/hr Position # 104.010.064 Hours: 2080	1.0	Addition	\$89,346	\$23,478	\$112,824
Benefits Manager \$31.83/hr Position # 103.010.064 Hours: 2080	1.0	Addition	\$66,461	\$17,179	\$83,640
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Human Resources Generalist \$22.67/hr Position #112.100.064 \$22.67/hr Position #102.100.064 \$22.67/hr Position #103.100.064 Hours: 2080 (each)	3.0	Addition	\$142,005	\$55,957	\$197,962
Human Resources Associate \$18.84/hr Position # 108.100.064 \$18.00/hr Position # 107.100.064 Human Resources Associate (Benefits) \$21.08/hr Position # 103.010.064 Hours: 2080 (each)	3.0	Addition	\$120,244	\$46,151	\$167,088
Safety Coordinator \$27.91/hr Position # 111.100.064 Hours: 2080	1.0	Addition	\$58,276	\$15,630	\$73,906
Payroll Specialist \$18.67/hr Position # 110.100.064 \$18.67/hr Position # 109.100.064 Hours: 2080 (each)	2.0	Addition	\$77,966	\$26,376	\$104,342
Annualized Budget Impact					(\$79,945)

Partial Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Human Resources Director \$46.51/hr Position # 101.010.064 Hours: 2080	1.0	Deletion	(\$16,186)	(\$5,198)	(\$21,384)
Human Resources Administrative Coordinator \$18.50/hr Position # 106.100.064 Hours: 2080	1.0	Deletion	(\$6,438)	(\$1,003)	(\$7,441)
Human Resources Manager \$35.04/hr Position # 104.010.064 Hours: 2080	1.0	Deletion	(\$12,194)	(\$2,083)	(\$14,277)
Benefits Manager \$31.83/hr Position # 103.010.064 Hours: 2080	1.0	Deletion	(\$11,077)	(\$2,863)	(\$13,940)
Payroll Manager \$25.97/hr Position # 102.010.064 Hours: 2080	1.0	Deletion	(\$9,038)	(\$4,348)	(\$13,386)

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Senior HR Analyst \$25.77/hr Position # 105.010.064 Hours: 2080	1.0	Deletion	(\$8,968)	(\$4,288)	(\$13,256)
Human Resources Analyst \$22.67/hr Position #112.100.064 \$22.67/hr Position #102.100.064 \$25.29/hr Position #103.100.064 Hours: 2080 (each)	3.0	Deletion	(\$24,579)	(\$6,757)	(\$31,336)
Human Resources Associate \$18.84/hr Position # 108.100.064 \$18.00/hr Position # 107.100.064 Hours: 2080 (each)	2.0	Deletion	(\$12,566)	(\$5,147)	(\$17,713)
Benefits Specialist \$21.08/hr Position # 103.010.064 Hours: 2080	1.0	Deletion	(\$7,308)	(\$972)	(\$8,280)
Safety Coordinator \$27.91/hr Position # 111.100.064 Hours: 2080	1.0	Deletion	(\$9,713)	(\$2,616)	(\$12,329)
Payroll Specialist \$18.67/hr Position # 110.100.064 \$18.67/hr Position # 109.100.064 Hours: 2080 (each)	2.0	Deletion	(\$12,994)	(\$4,366)	(\$17,360)
Human Resources Administrative Coordinator \$18.50/hr Position # 106.100.064 Hours: 2080	1.0	Addition	\$6,438	\$1,003	\$7,441
Human Resources Manager \$42.79/hr Position # 104.010.064 Hours: 2080	1.0	Addition	\$14,834	\$2,561	\$17,395
Benefits Manager \$31.83/hr Position # 103.010.064 Hours: 2080	1.0	Addition	\$11,077	\$2,863	\$13,940
Payroll Manager \$25.97/hr Position # 102.010.064 Hours: 2080	1.0	Addition	\$9,038	\$4,348	\$13,386
Senior HR Generalist \$25.77/hr Position # 105.010.064 Hours: 2080	1.0	Addition	\$8,968	\$4,288	\$13,256

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Human Resources Generalist \$22.67/hr Position #112.100.064 \$22.67/hr Position #102.100.064 \$22.67/hr Position #103.100.064 Hours: 2080 (each)	3.0	Addition	\$23,577	\$3,764	\$27,341
Human Resources Associate \$18.84/hr Position # 108.100.064 \$18.00/hr Position # 107.100.064 Human Resources Associate (Benefits) \$21.08/hr Position # 103.010.064 Hours: 2080 (each)	3.0	Addition	\$19,874	\$6,119	\$25,993
Safety Coordinator \$27.91/hr Position # 111.100.064 Hours: 2080	1.0	Addition	\$9,713	\$2,616	\$12,329
Payroll Specialist \$18.67/hr Position # 110.100.064 \$18.67/hr Position # 109.100.064 Hours: 2080 (each)	2.0	Addition	\$12,994	\$4,366	\$17,360
Partial Year Budget Impact					(\$22,261)

HUMAN RESOURCES REVIEW / RECOMMENDATION *(HR only)*

Reviewed by: _____ Date: _____

Comments: _____

Are you in agreement with the department's new position/reclassification request? ☐ Yes ☐ No

HUMAN RESOURCES DIRECTOR REVIEW

OK to proceed with inclusion of this new position/reclassification? ☐ Yes ☐ No

Reviewed/Approved
as to operational need by: _____
(HR Manager Signature) (Date)

10f

DIRECTOR OF ADMINISTRATION REVIEW

OK to proceed with inclusion of this new position/reclassification? ☐ Yes ☐ No

Reviewed/Approved by: _____
(Director of Administration Signature) (Date)

COUNTY EXECUTIVE REVIEW

OK to proceed with inclusion of this new position/reclassification? ☐ Yes ☐ No

Reviewed/Approved by: _____
(County Executive Signature) (Date)

10f

Executive Committee and Planning, Development & Transportation Committee

**No. 10g -- RESOLUTION REGARDING CHANGES TO THE AIRPORT DEPARTMENT
TABLE OF ORGANIZATION**

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Airport has completed an organizational review within the Airport Department (the Department); and

WHEREAS, said review identified needed changes to include the creation, deletion and modification of existing positions as indicated in the Budget Impact section of this Resolution, below; and

WHEREAS, approval of the proposed changes will allow the Airport to compete more effectively, attract additional air service and increase the Airport's visibility within the community.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following changes to the Airport Department Table of Organization, as described below in the Budget Impact Section of this Resolution, are hereby approved.

Budget Impact:

Partial Year Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Operations Supervisor (B&G) \$29.27/hr Position: 105.010.003	(1.00)	Deletion	(\$15,220)	(\$4,716)	(\$19,936)
Marketing and Communications Manager \$40.86/hr Position: 107.010.003	1.00	Addition	\$21,250	\$5,021	\$26,271
Lead Pay for FT Landside Mechanic \$1.00/hr Position: 104.450.003	1.00	Addition	\$520	\$78	\$598
Reduce Marketing Budget by estimated \$7,000 in 2018					(\$7,000)
Partial Year Budget Impact					(\$67)

Annualized Budget Impact - 2019	FTE	Addition/ Deletion	Salary	Fringe	Total
Operations Supervisor (B&G) \$29.27/hr Position 105.010.003 Hours: 2,080	(1.00)	Deletion	(\$60,882)	(\$18,866)	(\$79,748)
Marketing and Communications Manager \$40.86/hr Position: 101.901.003 Hours: 2,080	1.00	Addition	\$85,316	\$20,084	\$105,400

Lead Pay to FT Laneside Mechanic \$1.00/hr Position: 104.450.003 Hours: 2,080	1.00	Addition	\$2,080	\$311	\$2,391
Reduce lawn mowing from 2019 Budget					(\$25,000)
Reduce Marketing budget by \$21,000 in 2019					(\$21,000)
Add Marketing/Communications Intern \$16.00/hr Position: 101.901.003 Hours: 1,040	.50	Addition	\$16,640	\$1,310	\$17,950
Annualized Budget Impact					(\$7)

Fiscal Note: This resolution does not require an appropriation from the General Fund.

Respectfully submitted,
PLANNING, DEVELOPMENT AND
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 09/21/2018

Authored by Human Resources
Approved by Corporation Counsel

A motion was made by Supervisor Kaster and seconded by Supervisor Suennen **“to adopt.”**
Voice vote taken. Motion carried unanimously with no abstentions.

ATTACHMENTS TO RESOLUTION #10G
ON THE FOLLOWING PAGES

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23800
GREEN BAY, WI 54305-3600



Kathryn Roellich

PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

Human Resources Director

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: August 14, 2018
REQUEST TO: Planning, Development & Transportation Committee and Executive Committee
MEETING DATE: August 27, 2018 and September 10, 2018
REQUEST FROM: Kathryn Roellich
Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Regarding Changes to the Airport Table of Organization

ISSUE/BACKGROUND INFORMATION:

The Airport wants to compete more effectively, attract additional air service, and increase the Airport's visibility within the community.

ACTION REQUESTED:

- Approval of changes to the Airport Table of Organization.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☐ Yes ☒ No
 - a. If yes, what is the amount of the impact?
 - b. If part of a bigger project, what is the total amount of the project? \$ N/A
 - c. Is it currently budgeted? ☐ Yes ☒ No
 1. If yes, in which account?
 2. If no, how will the impact be funded? Reduction in the marketing budget.

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

109

**BROWN COUNTY
POSITION DESCRIPTION**

POSITION TITLE: MARKETING MANAGER
DEPARTMENT: AIRPORT
REPORTS TO: AIRPORT DIRECTOR

JOB SUMMARY:

Under limited supervision, plans, develops and implements strategies and programs to promote utilization of the Austin Straubel International Airport by passengers, commercial shippers and general aviation services. Develops and implements marketing campaigns and strategies to improve passenger, community, tenant and employee relations; and promote the Airport as a destination for commercial air carriers and general aviation.

ESSENTIAL DUTIES:

Plans, develops, and implements marketing campaigns and strategies to promote the Brown County Austin Straubel International Airport to passengers, commercial air carriers, general aviation and the business community.

Works with the Airport Director and Assistant Airport Director to develop strategic plans to improve commercial air service that serves a broad range of diverse clientele and optimize existing carrier performance in the Northeastern Wisconsin and Upper Michigan market.

Researches appropriate media vehicles and reviews audience media preferences to determine the most effective approach and target; develops, manages, and implements public information campaigns.

Works with the Airport Director and Assistant Airport Director to promote the airport to the business and civic community, for participation and support of airport marketing programs.

Participates in professional organizations such as, but may not be limited to, American Association of Airport Executives (AAAE), the Wisconsin Airport Managers Association (WAMA), Chamber of Commerce and the Convention and Visitors Bureau.

Designs various publications, printed materials, advertising, etc.

Plans and conducts analytical studies of airport activity, including but not limited to enplanement and deplanement trends and demands, seasonal fluctuations, ticket lift surveys, travel data and airline fares. Evaluates and recommends proposed changes based on study results. Forecasts future marketing trends and demands.

Provides professional analytical and administrative assistance to the Airport Administrative Staff; develops, prepares and presents reports, surveys and other airline activities for the Airport Director; recommends and implements changes to best business practices.

Researches and makes recommendations to improve the airport web page and social media.

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Develops long term strategic marketing plans.

Prepares reports and graphic illustrations.

Designs and implements promotional strategies.

Develops and presents to the Airport Director a budget to support the marketing program.

Follows complex oral and written instructions in the performance of the duties of the position.

Develops and maintains working relationships with customer airlines and other tenants.

Establishes and maintains system for tracking and reporting local, regional and national air service activity and trends.

NON-ESSENTIAL DUTIES:

Performs related functions as assigned.

MATERIAL AND EQUIPMENT USED:

Computer and software programs

Communication equipment

MINIMUM QUALIFICATIONS REQUIRED:

Education and Experience:

Four year bachelor's degree in Marketing, Communications, Public Relations or a related field from an accredited college or university. Two years of professional experience in the design, development and implementation of marketing, public relations and/or communications programs and activities.

Other equivalent combination of training, education and experience which provides the required knowledge, skills and abilities will be considered.

Licenses and Certifications:

Valid Wisconsin Driver's License

Knowledge, Skills and Abilities:

Thorough working knowledge of the principles and practices of marketing, public relations and communications.

Ability to design and implement effective market research tools.

Working knowledge of the aviation industry and relevant economic, political and environmental issues.

Excellent public speaking skills and the ability to interact positively with members of the media, patrons, tenants and the general public posing adversarial questions.

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Develop, plan and implement comprehensive marketing and public information programs.

Analyze, interpret and summarize information in an effective manner.

Conduct complex marketing analysis and program evaluation; make recommendations to change.

Coordinate diverse and unrelated assignments of varying complexity.

Successfully pass a TSA fingerprint/security threat analysis check and maintain unrestricted access to the security identification display area.

Knowledge of and ability to utilize a computer, including knowledge of word processing, spreadsheet, graphics applications software and Social Media.

Knowledge of budget preparation.

Ability to prioritize the workload.

Ability to complete projects in a timely manner.

Ability to communicate effectively both orally and in writing.

Ability to establish and maintain effective working relationships with staff, tenants and the public.

Ability to work independently; requires occasional travel.

Ability to effectively utilize monetary and staff resources.

Ability to work the required hours of the position.

PHYSICAL DEMANDS:

Lifting 30 pounds maximum with frequent lifting and/or carrying of objects weighing up to 20 pounds.

Intermittent standing, walking and sitting; extended driving.

Occasional bending, twisting, squatting, climbing and grappling; frequent reaching.

Communicating orally in a clear manner.

Distinguishing sounds at various frequencies and volumes.

Distinguishing people or objects at varied distances under a variety of light conditions.

This position description should not be interpreted as all-inclusive. It is intended to identify the major responsibilities and requirements of this job. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this description.

New: 6/21/18

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109

No. 10h -- RESOLUTION REGARDING THE ADDITION OF A .34 LTE 4H PROGRAM COORDINATOR, AND A .26 LTE 4H AFTER SCHOOL INSTRUCTOR, IN THE UW EXTENSION TABLE OF ORGANIZATION

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the UW Extension Department (the Department) has requested the addition of a .34 LTE 4H Program Coordinator Position, and a .26 LTE 4H After-School Instructor Position (collectively, the Positions); and

WHEREAS, the Green Bay Area Public School District has asked the UW-Extension 4H Youth Development Program to expand its after-hours programming from 6 weeks to 10 weeks, and to focus on Science, Technology, Engineering and Math (STEM); and

WHEREAS, the Department will receive funding for the Positions from the Brown County 4H Leaders Association, the Green Bay Area Public School District and 136 Contract Funding; and

WHEREAS, should the funding be eliminated, the Positions will end and be eliminated from the UW-Extension table of organization.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors that, contingent upon receiving funding for the two above mentioned Positions from the Brown County 4H Leaders Association, the Green Bay Area Public School District and 136 Contract Funding as described above, the addition of a .34 LTE 4H Program Coordinator Position, and a .26 LTE 4H After-School Instructor Position, is hereby approved as described above and below in this Resolution.

Budget Impact:
UW Extension

Partial Year Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
LTE 4H Program Coordinator \$18.00/hr Position #TBD Hours: 146	.34	Addition	2,628	\$258	\$2,886
LTE 4H After School Instructors \$17.00/hr Position #TBD Hours: 493	.26	Addition	8,381	\$822	\$9,203
Funding from GBPS, 4H Leaders, and 136 Contract					\$12,089
Partial Year Budget Impact					\$ 0.00

Annualized Budget Impact - 2019	FTE	Addition/ Deletion	Salary	Fringe	Total
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LTE 4H Program Coordinator \$18.00/hr Position #TBD Hours: 703	.34	Addition	12,654	\$1,240	\$13,894
LTE 4H After School Instructors \$17.00/hr Position #TBD Hours: 550	.26	Addition	\$9,350	\$917	\$10,267
Funding from GBPS, 4H Leaders, and 136 Contract					\$24,161
Annualized Budget Impact					\$0.00

Fiscal Note: This resolution does not require an appropriation from the General Fund.

Respectfully submitted,
PLANNING, DEVELOPMENT AND
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 09/21/2018

Authored by Human Resources
Approved by Corporation Counsel

A motion was made by Supervisor Erickson and seconded by Supervisor Kaster **“to adopt.”**
Voice vote taken. Motion carried unanimously with no abstentions.

ATTACHMENTS TO RESOLUTION #10H
ON THE FOLLOWING PAGES

**BROWN COUNTY
POSITION DESCRIPTION**

POSITION TITLE: LTE 4-H Program Coordinator
REPORTS TO: 4-H Youth Development Educator
DEPARTMENT: UW-Extension

JOB SUMMARY:

The 4-H Program Coordinator manages a full range of 4-H Youth Development programs including working with 4-H clubs, delivering volunteer training to 4-H leaders, coordinate project trainings, and provide event support – drama fest, music fest and coordinating camps for youth. This position will provide leadership to after school STEM programming in partnership with Green Bay Area Public Schools. Program Coordinator will also deliver and evaluate research-based educational programs including expanding access to underserved youth populations.

ESSENTIAL DUTIES:

Provide guidance to 4-H club members, leaders and parents.

Recruit and manage program volunteers.

Coordinate youth programs in conjunction with volunteers and Extension Educator to advance the goals of the program.

Provide event support for drama fest, music fest, favorite foods review etc.

Coordinate project trainings for youth and adults.

Coordinate youth camping programs.

Provide support to LTE Lead After School Instructors in delivering culturally relevant programming using learner-centered activities and content.

Continue to strengthen relationship with community organizations and school districts.

Expand access by reaching and engaging diverse audiences and ensuring full access to programs, facilities, and educational services.

Promote and market 4-H Youth Development program through a marketing plan than ensure effective communication to audiences and stakeholders.

Evaluates and reports on the effectiveness of 4-H Youth Development programming.

Maintains accurate, complete, and correct records as required by UW-Extension.

NON-ESSENTIAL DUTIES

Performs related functions as assigned.

10n

MATERIALS AND EQUIPMENT USED:

General office equipment
Computer

MINIMUM QUALIFICITONS REQUIRED:

Education and Experience:

Bachelor's Degree preferred (youth development, human behavior, volunteer coordination, education, extension education, recreation, or a related behavioral science field). Experience leading, managing and/or evaluating educational programs; recruiting, guiding and/or supervising volunteers, working cooperatively with other agencies, schools or organizations to address educational needs; and event coordination and/or any equivalent combination of education, training and experience which provides the necessary knowledge, skills, and abilities.

Licenses and Certifications

Valid Wisconsin Driver's License

Knowledge, Skills and Abilities:

Understanding of the 4-H program and knowledge of Brown County youth and family programming is preferred.

Ability to establish and strengthen effective working relationships with staff, 4-H youth, leaders, parents, school districts and community organizations.

Knowledge and understanding of STEM, preferably basic robotics and/or coding.

Ability to organize events, camps, and educational programs.

Ability to expand programming to reach underserved youth.

Experience working with underserved and diverse populations.

Knowledge of and ability to utilize a computer and required software.

Ensure programming meets and adheres to desired outcomes, program guidelines, required policies, and priorities.

Strong interpersonal skills and demonstrated ability to build and maintain professional work environments including demonstrated ability to resolve conflict.

High level of organization, teaching, oral and written communication skills.

Ability to understand, motivate, and work effectively with a wide variety of youth and adults with a unique understanding of youth development.

Ability to work well as a member of a team.

Ability to communicate effectively both orally and in writing.

10h

Ability to make individual arrangements for transportation adequate to meet position responsibilities and essential job functions.

Ability to work evening and weekends, as needed to meet local needs.

Administrative Accountability

The 4-H Program Coordinator will be accountable to the Brown County UW-Extension 4-H Youth Development Educator for programmatic leadership and the Brown County UW-Extension Department Head for administrative issues.

PHYSICAL DEMANDS:

Lifting 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds.

Intermittent standing, walking, and sitting; occasionally driving.

Using hand(s)/feet for repetitive single grasping, fine manipulation, pushing and pulling, and operating controls.

Occasional bending, twisting, squatting, climbing, reaching, and grappling.
Communicating orally in a clear manner.

Distinguishing sounds at various frequencies and volumes.

Distinguishing people or objects at varied distances under a variety of light conditions.

Withstanding temperature changes in the work environment.

This position description should not be interpreted as all-inclusive. It is intended to identify the major responsibilities and requirements of this job. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this description.

I have read the above position description and understand the duties and responsibilities of the position.

Employee Name (Please Print)

Date

Employee Signature

Date

10h

**BROWN COUNTY
POSITION DESCRIPTION**

POSITION TITLE: LTE- ~~Lead~~ 4-H Afterschool Instructor
REPORTS TO: 4-H Youth Development Educator
DEPARTMENT: UW-Extension

JOB SUMMARY:

Brown County 4-H Youth Development is expanding its afterschool programming focusing on STEM (Science, Technology, Engineering and Math). 4-H Afterschool Instructors will teach hands-on, pre-written robotics and coding curriculum to K-5th grade students at 13 Green Bay Public Elementary Schools during the afterschool times of 2:30-6:00p.m. four days a week. Instructors are being recruited to teach a series of 45 minute lessons, pre-written curriculum. The ~~Lead~~-Afterschool Instructor will be responsible for the following tasks.

- Review curriculum and prepare for weekly activities
- Instruct students using hands on learning and teaching techniques
- Coach, motivate and encourage delete - the students.
- Compile evaluation data and prepare summary for each school.

ESSENTIAL DUTIES:

Teaches established STEM (Science, Technology, Engineering and Math) robotics oriented program curriculum through project-based learning methods in after school program setting for youth enrolled in kindergarten through fifth grade.

Teaches ~~students-~~ youth to work collaboratively to solve problems and to think logically and creatively.

Maintain a strong commitment to creating a welcoming environment that is encouraging and engaging for youth.

Conduct program evaluation as requested.

Maintains accurate, complete, and correct records as required by the UW-Extension.

NON-ESSENTIAL DUTIES:

Performs related functions as assigned.

MATERIALS AND EQUIPMENT USED:

General office equipment
Computer

10h

MINIMUM QUALIFICITONS REQUIRED:

Education and Experience:

Bachelor's Degree preferred (youth development, human behavior, volunteer coordination, education, extension education, recreation, or a related behavioral science field); experience teaching STEM to youth in grades kindergarten through fifth grade; or any equivalent combination of education, training and experience which provides the necessary knowledge, skills and abilities.

Licenses and Certifications

Valid Wisconsin Driver's License

Knowledge, Skills and Abilities:

Knowledge and understanding of STEM, preferably basic robotics and/or coding, with ability to teach STEM related programming to youth in kindergarten through fifth grade.

Understanding of the 4-H program and knowledge of Brown County youth and family programming is preferred

Ability to establish and maintain effective working relationships with staff and the public.

Knowledge of and ability to utilize a computer and required software.

High level of organization, teaching, oral and written communication skills.

Ability to understand, motivate, and work effectively with a wide variety of youth and adults with a unique understanding of youth development.

Ability to work well as a member of a team.

Ability to communicate effectively both orally and in writing.

Ability to make individual arrangements for transportation adequate to meet position responsibilities and essential job functions.

Administrative Accountability

The Lead 4-H Afterschool Instructor will be accountable to the Brown County UW-Extension 4-H Youth Development Educator for programmatic leadership and the Brown County UW-Extension Department Head for administrative issues.

PHYSICAL DEMANDS:

Lifting 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds.

Intermittent standing, walking, and sitting; occasionally driving.

Using hand(s)/feet for repetitive single grasping, fine manipulation, pushing and pulling, and operating controls.

Occasional bending, twisting, squatting, climbing, reaching, and grappling.

10h

Communicating orally in a clear manner.

Distinguishing sounds at various frequencies and volumes.

Distinguishing people or objects at varied distances under a variety of light conditions.

Withstanding temperature changes in the work environment.

This position description should not be interpreted as all-inclusive. It is intended to identify the major responsibilities and requirements of this job. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this description.

I have read the above position description and understand the duties and responsibilities of the position.

Employee Name (Please Print)

Date

Employee Signature

10h

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



Kathryn Roellich

PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

Human Resources Director

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: August 10, 2018
REQUEST TO: Planning, Development & Transportation Committee and Executive Committee
MEETING DATE: August 27, 2018 and September 10, 2018
REQUEST FROM: Kathryn Roellich
Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Regarding Addition of a .34 LTE 4H Program Coordinator and .26 LTE 4H After-School Instructors UW Extension Table of Organization

ISSUE/BACKGROUND INFORMATION:

Green Bay Public Schools asked the UW-Extension 4H Youth Development Program to expand its after school programming to focus on Science, Technology, Engineering and Math (STEM) and expand it from 6 weeks to 10 weeks. Additional staff are needed to meet this programming. The UW-Extension received the funding the amount of funding for 2018-2019 and the Brown County 4H Leaders Association is willing to contribute funding.

ACTION REQUESTED:

- Addition of a .34 LTE 4H Program Coordinator and .26 LTE 4H After-School Instructors.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact?
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☐ Yes ☒ No
 1. If yes, in which account?
 2. If no, how will the impact be funded? Green Bay Area Public Schools (\$26,710), Brown County 4H Leaders Association (\$2,000) and 136 Contract Funding (\$7,540).

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

10h

No. 10i -- RESOLUTION REGARDING ADDITIONAL HOURS FOR THE LTE MASTER GARDEN VOLUNTEER COORDINATOR IN THE UW EXTENSION TABLE OF ORGANIZATION

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Department has requested the addition of 50 hours for 2018, and 100 hours for 2019, for the LTE Master Garden Volunteer Coordinator Position; and

WHEREAS, the Department will receive funding from the NEW Master Gardeners for said requested additional hours; and

WHEREAS, should the funding be eliminated, the Position will end and be eliminated from the UW-Extension table of organization.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors that, contingent upon receiving \$1,192.00 for 2018 and \$5,271.00 for 2019 from the NEW Master Gardeners to fund the above mentioned additional hours, the addition of 50 hours for 2018, and 100 hours for 2019, for the LTE Master Garden Volunteer Coordinator is hereby approved as described above and below in this Resolution.

Budget Impact:

UW Extension

Partial Year Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
LTE MG Volunteer Coordinator \$16.00/hr Position #126.900.083 Hours: 200	.12	Deletion	(\$3,200)	(\$0)	(\$3,200)
LTE MG Volunteer Coordinator \$16.00/hr Position #126.900.083 Hours: 250	.14	Addition	\$4,000	\$392	\$4,392
Funding from NEW Master Gardeners					\$1,192
Partial Year Budget Impact					\$ 0.00

Annualized Budget Impact - 2019	FTE	Addition/ Deletion	Salary	Fringe	Total
LTE MG Volunteer Coordinator \$16.00/hr Position #126.900.083 Hours: 300	.14	Addition	\$4,800	\$471	\$5,271
Funding from GBPS, 4H Leaders, and 136 Contract					\$5,271
Annualized Budget Impact					\$0.00

Fiscal Note: This resolution does not require an appropriation from the General Fund. Increase in expenses will be offset by external funding.

Respectfully submitted,
PLANNING, DEVELOPMENT AND
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 09/21/2018

Authored by Human Resources
Approved by Corporation Counsel

A motion was made by Supervisor Borchardt and seconded by Supervisor Dantine **“to adopt.”**
Voice vote taken. Motion carried unanimously with no abstentions.

ATTACHMENT TO RESOLUTION #10I
ON THE FOLLOWING PAGE

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



Kathryn Roellich

PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

Human Resources Director

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: August 14, 2018
REQUEST TO: Planning, Development & Transportation Committee and Executive Committee
MEETING DATE: August 27, 2018 and September 10, 2018
REQUEST FROM: Kathryn Roellich
Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Regarding Additional Hours for the LTE Master Garden Volunteer Coordinator
UW Extension Table of Organization

ISSUE/BACKGROUND INFORMATION:

NEW Master Gardeners would like to add 50 additional hours to the LTE Master Garden Volunteer Coordinator position with the UW Extension for 2018 and 100 additional hours in 2019.

ACTION REQUESTED:

- Approval of additional hours with funding to be provided by the NEW Master Gardeners

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☐ Yes ☒ No
 - a. If yes, what is the amount of the impact?
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☐ Yes ☒ No
 1. If yes, in which account?
 2. If no, how will the impact be funded? Funding will be provided by the NEW Master Gardeners

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

101

Joint Special Executive Committee and Planning, Development & Transportation Committee.

No. 10j -- RESOLUTION AMENDING THE PRIOR 06-20-2018 RESOLUTION SUPPORTING THE REDEVELOPMENT OF THE FOX RIVER PAPERMAKING CORRIDOR

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, on 06-20-2018, the Brown County Board of Supervisors passed a Resolution entitled *Resolution Supporting the Redevelopment of the Fox River Papermaking Corridor*, and

WHEREAS, said Resolution provided that the County would utilize clean soil from approved construction sites within the Fox River Papermaking Corridor (FRPC) for the improvement of other County designated sites; and

WHEREAS, in order to maintain Green Bay Packaging's (GBP's) construction schedule, GBP has since agreed to utilize its contractors to truck clean fill from the FRPC to the County's designated site without cost to the County, and

WHEREAS, Green Bay Packaging's planned temporary construction laydown site is not adequate, and there are no other 10 acres spots available within the FRPC to utilize for this purpose; and

WHEREAS, Brown County owns and controls Renard Island, which is a suitable location for a temporary construction laydown site, and GBP desires to utilize Renard Island as a temporary construction laydown site in order to complete their \$500,000,000 investment into the FRPC; and

WHEREAS, Green Bay Packaging has agreed to make any improvements necessary to Renard Island to accommodate this purpose; and

WHEREAS, any such improvements are subject to pre-approval by the Wisconsin DNR, the City of Green Bay and the Brown County Port Director; and

WHEREAS, Green Bay Packaging will return Renard Island to its previous condition, unless Brown County deems the improvements to be to Brown County's benefit.

NOW THEREFORE BE IT RESOLVED, that Brown County Board of Supervisors hereby authorizes the Department of Administration to take the necessary steps to enter into a no-cost lease agreement with Green Bay Packaging (GBP), allowing GBP to utilize Renard Island as a temporary construction laydown site, as discussed above in this Resolution, and subject to the pre-approval of the Wisconsin DNR, the City of Green Bay and the Brown County Port Director, and

BE IT FURTHER RESOLVED, that the Renard Island site shall be returned to its original state by GBP, unless the improvements made by GBP are deemed by the County, in its sole discretion, to be advantageous to the County.

Fiscal Note: This resolution does not require an appropriation from the General Fund.

Respectfully submitted,

PLANNING, DEVELOPMENT &
TRANSPORTATION COMMITTEE

EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 09/21/2018

Authored by Administration
Approved by Corporation Counsel

A motion was made by Supervisor Evans and seconded by Supervisor Lefebvre **“to adopt.”**
Voice vote taken. Motion carried with Supervisor Linssen abstaining.

ATTACHMENT TO RESOLUTION #10J

ON THE FOLLOWING PAGE

CORPORATION COUNSEL

Brown County

305 EAST WALNUT STREET
P.O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600



David P. Hemery
Corporation Counsel

PHONE: (920) 448-4006
FAX: (920) 448-4003
EMAIL: David.Hemery@co.brown.wi.us

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 09-13-2018
REQUEST TO: Special PD&T, Special Executive Committee and County Board
MEETING DATE: Special PD&T, Special Exec, and Regular Co Bd Meetings all on 09-19-2018
REQUEST FROM: Corporation Counsel
REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Amending the Prior 06-20-2018 *RESOLUTION SUPPORTING THE REDEVELOPMENT OF THE FOX RIVER PAPERMAKING CORRIDOR*

ISSUE/BACKGROUND INFORMATION:

To state that Green Bay Packaging will be responsible for moving soil (instead of the County) and that the County will allow GBP to use Renard Island as a temporary construction staging site via short term lease

ACTION REQUESTED:

- Approval

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☐ Yes ☒ No
 - a. If yes, what is the amount of the impact?
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☐ Yes ☐ No
 1. If yes, in which account?
 2. If no, how will the impact be funded?

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

10j

Executive Committee and Public Safety Committee

No. 10k -- RESOLUTION REGARDING ADDING A DEPUTY SHERIFF-PATROL OFFICER POSITION TO THE SHERIFF'S DEPARTMENT TABLE OF ORGANIZATION

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Sheriff's Department (Department) has requested the addition of a Deputy Sheriff -Patrol Officer Position (Position); and

WHEREAS, the Department plans to utilize the Position as a School Resource Officer (SRO) Position with the Denmark School District; and

WHEREAS, the Denmark School District will fund 75% of the Position; and

WHEREAS, it is desirable to require that, should said Denmark School District funding be eliminated, the Position will also be eliminated from the Sheriff Department Table of Organization.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the addition of a Deputy Sheriff Patrol Officer to the Sheriff's Department Table of Organization is hereby approved, as indicated in the Budget Impact section of this Resolution, below, and with the caveat that, should the above mentioned Denmark School District funding be eliminated, the Position will also be eliminated from the Sheriff Department Table of Organization.

Budget Impact - Sheriff:

Partial Year Budget Impact - 2018	FTE	Addition/ Deletion	Salary	Fringe	Total
Deputy Sheriff-Patrol Officer \$36.77/hr. Position #207.720.074 Annual Hours: 2,040	1	Addition	\$24,525	\$8,512	\$33,037
Intergovernmental Contract Revenue					(\$43,362)
Partial Year Budget Impact					(\$10,325)

Annualized Budget Impact - 2019	FTE	Addition/ Deletion	Salary	Fringe	Total
Deputy Sheriff-Patrol Officer \$36.77/hr. Position #207.720.074 Annual Hours: 2,040	1	Addition	\$75,019	\$26,036	\$101,055
Intergovernmental Contract Revenue					(\$87,617)
Annualized Budget Impact					\$13,438

Fiscal Note: This resolution does not require an appropriation from the General Fund. The 2018 portion of the payment will be funded by the school system, and the remainder will be funded in the 2019 Executive Budget

Respectfully submitted,
PUBLIC SAFETY
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 09/21/2018

Authored by Human Resources
Approved by Corporation Counsel

A motion was made by Supervisor Nicholson and seconded by Supervisor Borchardt “**to adopt.**” Voice vote taken. Motion carried unanimously with no abstentions.

ATTACHMENT TO RESOLUTION #10K
ON THE FOLLOWING PAGE

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



Kathryn Roellich

PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

Human Resources Director

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: August 20, 2018
REQUEST TO: Public Safety Committee and Executive Committee
MEETING DATE: September 5, 2018 and September 10, 2018
REQUEST FROM: Human Resources
REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance
TITLE: Resolution Regarding Additional Deputy Sheriff – Patrol Officer for the Sheriff Department Table of Organization

ISSUE/BACKGROUND INFORMATION:

The Denmark School System has requested a School Resource Officer (SRO) be created for their school. The Denmark School System will fund 75% of the position.

ACTION REQUESTED:

- Approval of an additional Deputy Sheriff – Patrol Officer for the Denmark School System.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$33,037 Wages and Fringe for 2018; \$101,055 Wages and Fringe for 2019
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☐ Yes ☒ No
 1. If yes, in which account?
 2. If no, how will the impact be funded? **Approximately \$130,979 would be offset by a contract for service with the Denmark School System and we would be responsible for \$13,438 from the tax levy in 2019.**

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

10k

No. 11 -- CLOSED SESSION - None.

No. 12 -- SUCH OTHER MATTERS AS AUTHORIZED BY LAW.

A motion was made by Vice Chair Lund and seconded by Supervisor Evans **“to suspend the rules to allow Supervisor Linssen to abstain on 18-92 of Resolution Approving Budget Adjustment to Various Department Budgets.”** Voice vote taken. Motion carried unanimously with no abstentions.

No. 12a -- FROM SUPERVISOR SCHADEWALD: I REQUEST THE ADMINISTRATION COMMITTEE TO REVIEW ALL COUNTY ORDINANCES AND/OR RESOLUTIONS CONCERNING HOW WE MANAGE, RECORD AND CONDUCT BUSINESS AT ALL OUR COUNTY MEETINGS.

Referred to Administration Committee.

No. 13 -- BILLS OVER \$5,000 FOR PERIOD ENDING AUGUST 31, 2018.

A motion was made by Supervisor Suennen and seconded by Supervisor Brusky **“to pay the bills for the period ending August 31, 2018.”** Voice vote taken. Motion carried unanimously.

No. 14 -- CLOSING ROLL CALL

Present: Sieber, De Wane, Nicholson, Hoyer, Gruszynski, Lefebvre, Erickson, Borchardt, Evans, Vander Leest, Landwehr, Dantine, Brusky, Ballard, Kaster, Van Dyck, Linssen, Kneiszel, Deslauriers, Tran, Moynihan, Suennen, Schadewald, Lund.

Absent: Buckley

Total Present: 24 Total Absent: 1

No. 15 -- ADJOURNMENT TO WEDNESDAY, OCTOBER 17, 2018 AT 7:00 P.M., LEGISLATIVE ROOM 203, 100 N. JEFFERSON ST., GREEN BAY, WISCONSIN.

A motion was made by Supervisor Hoyer and seconded by Supervisor Nicholson **“to adjourn to the above date and time.”** Voice vote taken. Motion carried unanimously.

Meeting Adjourned at 10:25pm

/s/ Sandra L Juno
SANDRA L. JUNO
Brown County Clerk